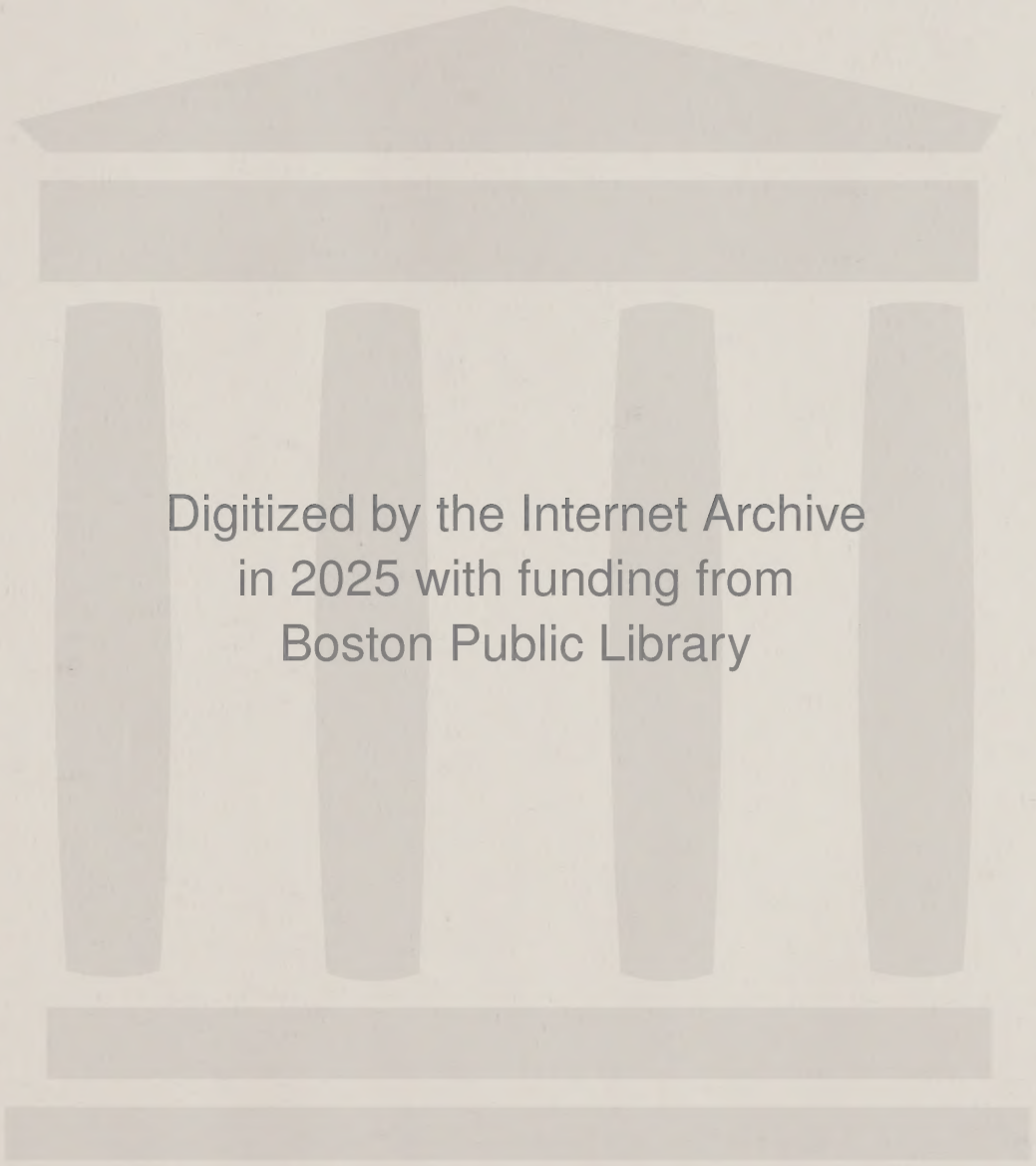
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RETIREMENTS

Name	Department	Years of service
Jane Anderson	Glover Hospital	14
Elizabeth Arsenault	Glover Hospital	16
Jane Barberio	Glover Hospital	12
Elizabeth Brosman	Glover Hospital	18
Josephine Belval	Needham Public Schools	
Kevin Flaherty	Public Works	13
Josephine Giannangelo	Glover Hospital	12
Joan Goldschmidt	Needham Public Schools	
Denise Karacius	Glover Hospital	7
Jean Kilroy	Needham Public Schools	
William Mazzone	Fire Department	36
James McDonough	Police Department	23
Kenneth Nelson	School Department	10
Mary Jane O'Leary	School Department	10
Judith Pagano	School Department	31
Dorothy Quirk	Glover Hospital	17
Carol A. Rauch	Glover Hospital	21
Helene Romiglio	Glover Hospital	12
Sherry Schnee	Needham Public Schools	
Pauline Shea	Police Department	17
William Sullivan	Needham Public Schools	
Thomas Thornton	Needham Public Schools	
Donna Vigliano	Glover Hospital	20

IN MEMORIAM...

Elva Anderson	Hospital	11
Mary Kay DeIulio	Town	26
John Erskine	School	10
Fannie Fiorentino	Hospital	23
Mary Fish	Hospital	10
Clarence Garland	Police	37
James Giancioppo	Public Works	21
John E. LeFevre	Public Works	6
Daniel Leone	Hospital	14
Elizabeth M. Noonan	Hospital	12
Mildred Poor	Town	8
Dorothy Read	School	18
Gertrude Snyder	Hospital	15
Harold Vincent	Fire	38
Robert Yokes	Public Works	31

Front cover photo; Public Works staff fills sandbags to protect the Charles River water pumping station from rising flood waters.

Appreciation is extended to Camilla Broderick for her work on the Yellow Pages. The Annual Town Report Committee thanks Theodora K. Eato and her staff and the Town Department Heads and Committee Chair, for their assistance with the compilation of lists in the Reference Section.

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NEEDHAM: FIRST IN SERVICE -24 HOURS A DAY

BY CARL VALENTE

ıe Needham Town government is a $60 mil-
ən dollar operation that operates with over
0 general government and school employees.
ıe primary responsibility of your Town gov-
ınment is to provide for the health, safety and
ucation of the residents of Needham.
ıroughout this annual report you will find
otographs of your Town government at work.
hat you may not be aware of, however, is that
ur Town government is at work 24 hours a
y, every day of every year. Many of the activ-
es of the Town are highly visible, such as the
lice, fire, public works and school depart-
ents. All town departments, however, have
sponsibilities which you may never see, but
nich are being provided "behind the scenes."
; you read this Annual Town Report we hope
at you will gain a sense of the team effort that
required to make Needham a safe community
r its residents. Below is an actual account of
w your Town government planned and man-
ed a recent disaster.

ANAGING A "100 EAR" STORM

riday, October 18, 1996

)0 p.m. The weekend of October 19 was pre-
cted to be windy and wet. Jim Courchaine,
perintendent of the DPW Water and Sewer
vision called his senior managers together to
scuss contingencies for the upcoming storm.
ıe weather report called for high winds and 1-
inches of rain. Jim's concern was that the
nd would knock out electricity and the sewer
mping stations would be without power.
ithout power, a sewer pumping station cannot
scharge sewerage into the MWRA sewer
ain. If this occurs, sewage begins backing up
rough man-hole covers and into
e basements of low-lying
mes. Emergency generators
n keep the sewer pumping sta-
ns operating, but they must be
ffed around the clock. The
ıergency "on-call" staff are
efed as to what action should
taken if there are power out-
es in Town.

turday, October 19

avy rain has been falling
ıce midnight. Saturday's
ather forecast paints a
ıch different story than
ıs predicted on Friday. The
recasters are now expecting
tween six and ten inches
rain. DPW staff now have
prepare for the possibility
power outages, flooding
wer pump stations and
oding streets.

4:00 p.m. Twenty-three DPW staff arrive to begin clearing storm drain catch basins that are clogged with leaves and causing street flooding. The sewer pumping station on Great Plain Avenue shows signs of flooding. DPW crews bring emergency pumps to the station to attempt to keep the station from flooding.

7:00 p.m. Emergency Management Director Charles Rizzo begins to receive flood damage reports from the DPW and Fire Department. Rizzo contacts Town Administrator Carl Valente and recommends activation of the Emergency Operations Center. Valente and Rizzo call for a meeting of all available emergency management staff for 8:30 p.m.

8:30 p.m. Representatives from the Board of Selectmen, Department of Public Works, Fire Department, Police Department and Town Administrator meet at the Emergency Operations Center at 60 Dedham Avenue to map out an emergency plan. DPW reports that it has responded to over 350 calls for flooded basements. Each call must be investigated to determine whether the flooding is being caused by groundwater or the wastewater backing up through the sewer lines. DPW also reports that the sewer system is flooding at Oak Street, Washington Avenue, Highgate Street, Plymouth Road, Grosvenor Road, Brookline Avenue, and Richardson Drive. All three pumps at the Great Plain Avenue pump station are working at capacity. Two emergency pumps are pumping super-chlorinated water from the pump station into Rosemary Brook.

Sunday, October 20

6:30 a.m. DPW begins the process of trying to locate additional high volume pumps to be used at the sewer pumping stations and at other sewer mains around Town. At this time there are approximately 30 miles of surcharged sewer mains (at or exceeding capacity).

4:00 p.m. Building maintenance crews are called to the Hillside School to respond to basement flooding in the building. Staff will work throughout the night to limit the damage especially to the sub-slab ventilation system which was installed in response to a groundwater contamination incident in 1989. While a portion of this system is damaged, emergency repairs are immediately made so that the school can be safely reopened.

DPW and Fire Department crews continue pumping flooded basements throughout Town. DPW crews man the sewer pump stations around the clock.

Monday, October 21

10:00 a.m. Selectmen Ted Owens, John Marr and Dan Matthews and Town Administrator Carl Valente meet with management staff at the Emergency Operations Center to review the situation. In attendance are Charles Rizzo and Bill Collins representing Emergency Management; Rick Merson, Jim Courchaine, and Bob Lewis representing DPW; Ron Gavel, Al DeIulio and Ernie Sleeves representing the Fire Department, James Horne representing the Police Department and Frederic Cantor representing the Board of Health. The Selectmen hear that two sewer pumping stations are at flood stage as are numerous sewer mains around town. The DPW has an immediate need for three high capacity pumps. The Fire Department has responded to 150 flooded basements since Saturday night. On the recommendation of the staff, the Board of Selectmen vote a Declaration of Emergency. This will help in securing assistance from the State and Federal governments.

Crews from the Fire Department's Emergency Medical Services respond to over 1,300 calls each year.

1:30 p.m. Dr. Cantor from the Board of Health completes the preparation of an informational release that will be sent home with all school children. The information warns parents to keep their children away from all flood waters which may be contaminated with waste water or other hazardous materials. Parents are also advised that instructions for cleaning and sanitizing flooded basements is available at Town Hall. Similar information is made available to the local papers and Channel 13, the local cable station.

6:00 p.m. The emergency management staff meets at Emergency Operations Center for a status update. DPW reports

that 3 million gallons of water have gone through by-pass emergency pumps at the Great Plain Avenue sewer pumping station, 2.65 million gallons at the Plymouth Road sewer main, and 1.3 million gallons at the Grosvenor Road sewer main. Morale is low among workers because of the difficulty they face in helping flooded residents. The discussion turns to the opening of the Recycling and Transfer Station (RTS) on Tuesday morning. Because DPW crews are exhausted and assigned to flooded facilities, a suggestion is made to close the RTS on Tuesday. Fire department staff and others argue for opening the facility, as residents will need to dispose of their storm damaged materials in order to limit health risks. The decision is made to open the RTS on a limited service basis. The DPW reports that the MWRA will be able to provide a high capacity pump that it has been using in the outflow pipe being constructed under Boston harbor. In addition, the Army Corp of Engineers have located two high capacity pumps in Connecticut. They are being shipped to Needham. DPW staff raise the potential that the Charles River, when it crests in two to three days, will flood the water pumping station off Charles River Street. If this occurs, Needham's drinking water supply could be contaminated. The decision is made to begin sandbagging this water pumping station. At this time 43 DPW employees are involved in the flooding effort, working around the clock. The rain has subsided.

Tuesday, October 22

7:30 a.m. Staff from the Building Maintenance Department relieve some of the exhausted DPW crews who have been filling and installing sandbags at the Charles River water pumping station. Fire Department staff continues the round-the-dock pumping of basements. Fortunately there has been only one flood related fire during this storm event.

2:00 p.m. Minor improvements are being reported at the various sewer pumping stations. Crews continue to pump surcharging sewer mains at Oak Street, Marked Tree Road, Washington Avenue and Grosvenor Road.

Wednesday, October 23

12:00 noon The event is officially over, 92 hours after the first emergency crews arrived. While residents continue the clean-up at their homes, staffs from the Department of Public Work, Fire Department and Building Maintenance Department continue their work at Town facilities. Crews are relieved to hear that no rain is anticipated for the next 72 hours.

Endnote: Well over 200 Town of Needham employees were directly involved in this emergency event. There were many other Town staff who handled a multitude of phone calls from anxious residents. In many cases these Town employees had to leave their own damaged or threatened homes and families in order to respond to the serious situation in Needham. The staff of the Town are committed to providing quality services to the residents of Needham so that the Town will remain, **"First in Service - 24 Hours a Day."**

Aniamal Control Officer Harry Greenlaw snares a sick raccoon.

Bob Burke and Steve Freeman of the Town's data processing division provide a full range of computer services to all Town departments. Needham is seen as a leader in municipal data processing systems.

Bob Mather is one of approximately 100 volunteers who delivered over 10,000 meals last year as part of the Board of Health's Traveling Meals program.

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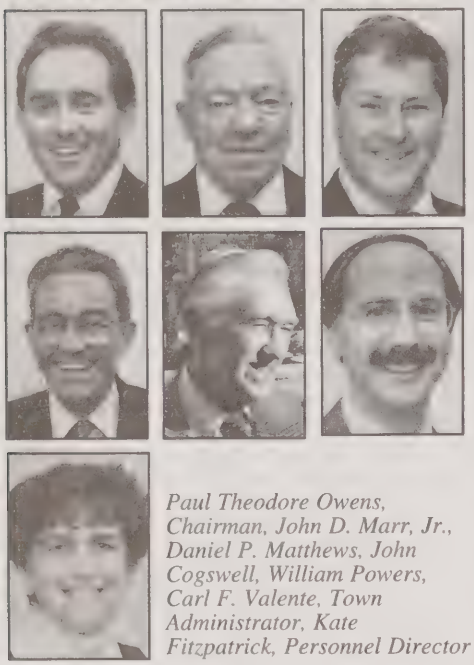
GENERAL GOVERNMENT
BOARD OF SELECTMEN
TOWN ADMINISTRATOR/PERSONNEL



Paul Theodore Owens, Chairman, John D. Marr, Jr., Daniel P. Matthews, John Cogswell, William Powers, Carl F. Valente, Town Administrator, Kate Fitzpatrick, Personnel Director

PURPOSE

The Board of Selectmen, while considered by many to be the Executive branch of the government for the Town is, in reality, but one part of the Executive branch of government for the Town. The Board shares this role with other elected boards. In its capacity, the Board serves as the Police Commissioners, Fire Commissioners, Board of Public Works, and Licensing Authority. The Board of Selectmen meets the second and fourth Tuesday of the month except in July and August when meetings are held on the third Tuesday of the month. All meeting are open to the public and begin at 6:45 p.m. at Town Hall.

In its capacity as the Town's executive authority, the Board of Selectmen, with the assistance of the Town Administrator and Personnel Director, engages in a variety of activities in order to fulfill its legal obligations to the community.

The Town Administrator is responsible to the Selectmen for the day-to-day operation and oversight of those departments under the jurisdiction of the Board of Selectmen.

The Personnel Department provides human resource and benefit management assistance to all Town Departments, Boards and Commissions, as well as retirees. In addition, the Personnel Department, in conjunction with the Town Administrator, is responsible for negotiations with, and contract administration for, the Town's general government collective bargaining units.

The Board of Selectmen is responsible for:

- Implementing and administering the decisions of Town Meeting (the Town's Legislative branch of government);
- Establishing policies and procedures for the coordination of Town government operations;
- Representing the interests of Town residents in a variety of forums including: business dealings, legal affairs, and intergovernmental cooperation with other municipal, county, state, and federal agencies;
- Proposing to the Finance Committee operating budgets for those departments under the Board's control;
- Proposing to Town Meeting a five-year capital improvement plan and funding proposal; o Making appointments to those Town Boards and Commissions under its control;
- Convening the Annual Town Meeting and any Special Town Meetings that may be required and preparing the Warrant (listing of Articles) for Town Meeting consideration;
- Licensing all food establishments and transportation companies;
- Administering the Town's personnel policies as adopted by the Personnel Board and Town Meeting and negotiating collective bargaining contracts with seven bargaining units.

BUDGETARY DATA

No. of Employees		Expenses for FY96	
Selectmen	5	Salaries	$271,818
Town Administrator	1	Purchase of Ser.	101,104
Personnel Director	1	Expenses	19,155
Admin. Support	4.2	Capital Outlay	3,770
		Total	$395,847

FY96 HIGHLIGHTS

Selectmen: In April 1996, John Cogswell was elected to a three year term previously held by Sally Davis who chose not to run for re-election after serving 12 years on the Board of Selectmen. William Powers, also in April 1996, was elected to a one year term, the balance of the term previously held by David Eldridge who retired and moved out of town after serving 11 years on the Board of selectman.

Financial: The Town continued to maintain its strong financial position in FY96. Needham maintains a "AA" bond rating with Moody's Investors Service. The Board of Selectmen continue to look for non tax revenue sources to augment tax revenues and for new ways to streamline Town services. In spite of the Town's strong financial condition, Needham continues to struggle with the revenue raising constraints of Proposition 2 1/2 With an increasing school population and an aging infrastructure, Needham's overall revenue growth of approximated 3.5 percent per year is not sufficient to maintain existing service levels. As a result, the Board of Selectmen voted to place 11 Proposition 2 1/2 Override questions on the April 1996 Town election ballot. These questions asked the voters whether they would support increasing taxes beyond the limits of Proposition 2 1/2 to fund the operations of certain departments. The voters approved the ballot questions regarding the Council on Aging, Fire Department, Youth Commission and Park and Recreation Department.

Capital Planning: In January 1996, the Board of Selectmen and Town Administrator proposed a $ 6,424,500 Capital Improvement Plan (CIP) to the Finance Committee and Town Meeting. The CIP is the Town's long-range financial plan with a goal of providing for the upkeep of Town facilities and equipment. The FY97 CIP approved by Town Meeting included: repairs to various Town buildings, renovations to the Pollard and Greene's Field grounds, parking lot improvements, construction of a water treatment plant and a variety of equipment for the Public Works Department.

Personnel Administration: There were a number of accomplishments during the year including: completed negotiations with public works union; implementation of the new federal law on drug/alcohol testing of certain employees driving heavy vehicles; implementation of a medical case management program for public safety officers; implementation a new performance evaluation system for management staff; and an employee assistance p gram for Town employees.

Other: Additional accomplishments during year included: the reorganization of the Tow emergency management services (forme civil defense) placing key responsibility in Fire Department and implementation of senior citizen tax work off program when low income elderly residents can provide vice to the Town in exchange for a reductio their property taxes.

OUTLOOK FOR FY97

The primary issues and objectives for FY include:

1. The Board of Selectmen continues to dev considerable time to examine ways of ancing the Town's limited growth in reven with the increasing demands for services. assist the Finance Committee and To Meeting in looking at the Town's long ra financial picture, the Selectmen have instruc the Finance Department to prepare a five-y revenue and expenditure forecast.

2. A key decision facing the Selectmen and Town relates to the closing of the Town land as mandated by the Massachusetts Departm of Environmental Protection. The closing of landfill, scheduled for December 1997, will the Town an estimated $6,000,000 in capp costs. The Board of Selectmen estimates tha to $1,000,000 in these costs may be offset revenues the Town is collecting by allow construction debris to be dumped in the lan prior to its closing. This still leaves the To facing an estimated $5,000,000 in capping co The Selectmen have discussed various opti for funding these closing costs. The most lik options include asking the voters whether t would prefer a Debt Exclusion to Propositio 1/2, an increase in the sticker fee charged to idents using the recycling and transfer facility a combination of the two.

3. Manage the Town's limited finan resources in fight of education reform, lim increases in State aid, and projected increa in fixed costs, MBTA assessments, and gen Town and school operations. The Tow ability to provide for the health, safety and e cational needs of residents will be a key is especially in light of difficult, though st lizing economic conditions;

4. Continue efforts to centralize the vari inspectional services of the Town;

5. Implement the Town's joint civilian Police Fire dispatch center, to coincide with the im mentation of Enhanced 911 service in 1997;

6. Re-negotiate collective bargaining ag ments with all Town unions upon the June 1997 expiration of the existing agreements;

7. Implement a coordinated building mai nance program through the Municipal Build Maintenance Board. The Town Administr chairs this Board.

ACKNOWLEDGMENTS

The Board of Selectmen wishes to thank Town staff and the many citizens, volunte committee members and others whose inv able contribution of time, energy and ta makes it possible for Needham to maintai well-managed, civic-minded community. At end of this Annual Report you will find a lis the many individuals who have served Town this past year. Residents wishing to unteer for any board or committee appointe the Selectmen should send a letter of interes the Selectmen's Office at Town Hall.

WN CLERK

Theodora K. Eaton, Town Clerk

N CLERK

fice of the Town Clerk can be compared ıb about which the wheel of local gov- ıt revolves. The spokes of the wheel rep- the various boards, departments and ttees within the government to which the Clerk relates in a direct way. The rim of ıeel represents the many segments of ınd County Government from which of the Town Clerk's official duties and sibilities stem.

ficial duties and responsibilities of the Clerk are spelled out in over 73 Chapters 0 sections of the Massachusetts General ıs well as local Town By-Laws. Those ing to Elections and Town Meeting are ost complex with amendments to the tatutes made yearly. The Town Clerk is icial record keeper for the town and all official business conducted at Town gs and elections, both of which are in the Annual Town Clerk's Records. ıg Board and Board of Appeals deci- vital statistics, business certificates, fed- d state tax liens, Uniform Commercial ilings, Fish & Game Licenses, gasoline s, dog licenses- to name a few- are all d in the Town Clerk's Office.

Fiscal Year 1996, the following ıs and Town Meetings were held:

Town Meeting Special
y, November 20, 1995

Town Meeting
y, February 4, 1996

Town Election Monday, April 8, 1996

recinct Elections
eak Tie Votes and/or
vn Meeting Member vacancies)
y, April 23, 1996

Town Meeting
y, May 6, 1996

Town Meeting
day, May 15, 1996

ecial Town Meeting in November dis- of 9 articles in one session. The Special Meeting in February disposed of 4 arti- one session. The Annual Town Meeting disposed of 75 articles in five sessions, e Special Town Meeting within the Town Meeting disposed of 6 articles.

ETARY DATA	No. of Employees	
l Services	$82,344.	Full Time 3
e of Service	2,425.	Part Time 0
es	1,965.	
State Travel	0.	
Outlay	0.	
	$86,734.	

FY 1996 HIGHLIGHTS:

There were two elections in Fiscal Year 1996 - the Presidential Primary and the Annual Town Election. The Accuvote ES-2000 voting system, which made its debut on September 20, 1994 (the State Primary), has proven its ability to tabulate the townwide results quickly and efficiently. The Motor Voter Bill became effective on January 1, 1995 and the Town Clerk's Office has kept both the town and the state voter registration/census computer systems online while the Office of the Secretary of the Commonwealth continues to work on the Voter Registration Information System for the Commonwealth of Massachusetts. This project is a huge undertaking and continues to create a great deal of duplicity. The restoration and preservation project of the Town's public records dating back to the early 1700's continues with additional volumes scheduled for completion in the winter of 1996-1997.

The following statistics were compiled during Fiscal Year 1996:

VITAL STATISTICS

Births to Residents:

7/1/95	- 12/31/95	214
1/1/96	- 6/30/96	195
Total Needham Births		409

Deaths:	Residents	Non-Residents
7/1/95 - 12/31/95	120	72
1/1/96 - 6/30/96	115	74
	235	146
Total Deaths Recorded:		381

Marriages:
7/1/95 - 12/31/95 119
1/1/96 - 6/30/96 82
Total Marriages Recorded: 201

Fish and Game Licenses Issued: 7/1/95 - 6/30/96

Class F 1 -	Resident Fishing	219
Class F2 -	Resident Fishing Minor	13
Class F3 -	Resident Fishing, Age 65-69	14
Class F4 -	Resident Citizen Fishing Handicapped	33
Class F6 -	Non-Resident Fishing	0
Class F7 -	Non-Resident Fishing 3-Day	1
Class F8 -	Resident Fishing 3-Day	1
Class T 1 -	Resident Trapping	0
Class T2 -	Resident Trapping Minor	0
Class T3 -	Resident Trapping Age 65-69	0
Class DF -	Duplicate Fishing	1
Class DT -	Duplicate Trapping	0
Class HI -	Resident Citizen Hunting	59
Class H2 -	Resident Citizen Hunting, Age 65-69	2
Class H3 -	Resident Citizen Hunting, Paraplegic	0
Class H4 -	Resident Alien Hunting	1
Class H5 -	Non-Resident Hunting, Big Game	2
Class H6 -	Non-Resident Hunting, Small Game	3
Class H7 -	Non-Resident Hunting, COM.SHG.PR.	0
Class H8 -	Resident Citizen Minor Hunting	1
Class S 1 -	Resident Sporting	61
Class S2 -	Resident Sporting, Age 65-69	10
Class S3 -	Resident Citizen Sporting Over 70	30
Class DH -	Duplicate Hunting	2
Class DS -	Duplicate Sporting	2
Class M1 -	Archery Stamp	33
Class M2 -	Massachusetts Waterfowl Stamps	27
Class M3 -	Primative Firearms Stamp	7
Class W1 -	Wildland Conservation Stamp (Resident) (Inaugurated 1/1/91)	380
Class W2 -	Wildland Conservation Stamp (Non-Resident) (Inaugurated 1/1/91)	8
	TOTAL	911

Paid to Division of Fish & Game for Licenses: $10,203.25

Paid to Town Treasurer in Fees: 204.75

Dog Licenses Issued:	7/1/95 - 6/30/96
Male and Female Dogs @ $15.	265
Spayed and Neutered Dogs @ $10.	1455
Transfers @ $1.00	3
Kennels @ $ 25.	20
Kennels @ $ 50.	10
Kennels @ $100.	1
Seeing Eye Dogs - No Charge	1
Hearing Dogs - No Charge	1
Prior Years' Licenses	20
Replacement Licenses	3
TOTAL	1779

Paid to Town Treasurer for FY1996	
Dog License Fees:	**$19,926.00**
Other License Fees:	**26,238.00**
Miscellaneous Fees:	**46,283.92**
Total Receipts for FY1996:	**$102,855.92**

The Town Clerk's Office is open to the public daily from 8:30 A.M. until 5:00 P.M. Monday through Friday and from 7:30 P.M. until 9:00 P.M. on the second and fourth Tuesday evenings except for July and August when the office is open from 7:30 P.M. until 9:00 P.M. on the third Tuesday.

FY1997 FORECAST

This is the Presidential Election year and the Town Clerk's Office will experience the busiest Fall season in a four year period with the State Primary scheduled for September 17, 1996 and the State Election scheduled for November 5, 1996. Historically, Needham has close to a 90% turnout for the National Election and sends out between 1200 and 1500 absentee ballots. In addition a Special Town Meeting is planned for the Fail of 1996, the Annual Town Census for January 1996, the Annual Town Election for April 14, 1997, and the Annual Town Meeting begins on May 5, 1997. The implementation of the Motor Voter Bill and the Central Voter Registry linking all 351 cities and towns to each other and to the Secretary of the Commonwealth's Office continues as both state officials and municipal clerks strive to adapt to and adopt the new Voter Registration Information System. The restoration and preservation project of the Town's public records will continue with one or two volumes scheduled for completion in Fiscal Year 1997.

GENERAL GOVERNMENT

BOARD OF REGISTRARS

John W. Day, Barbara Doyle, Mary J. McCarthy, Theodora K. Eaton

PURPOSE

The Board of Registrars in a town is the counterpart of an Election Commission in a city and the Elections Division of the Secretary of the Commonwealth's Office at the state level. The Board of Registrars is composed of four members, not more than two of whom may be members of the same political party.

The Town Clerk, by virtue of the office, is one of the four members of the Board and is responsible for executing the functions of the Board of Registrars including the conduct of elections and recounts, voter registration, compilation of the Annual Listing of Residents (Town Census), publication and circulation of the voting and street lists, certification of signatures on nomination papers and petitions, and recording Town Meeting attendance.

Budgetary Data		No. of Employees
Personal Services	$50,057.	Full Time 1
Purchase of Service	14,500.	Part Time 4
Expenses	1,310.	
Canvassers & Tellers	13,800.	
Capital Outlay	0.	
	$79,667.	

FY1996 HIGHLIGHTS

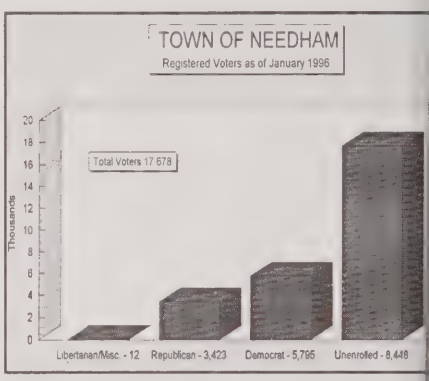
Voter turnout for the two elections in Fiscal Year 1996 was as follows:

March 5, 1996, Presidential Primary
3.936 (22.27%)

April 8, 1996, Annual Town Election
8,147 (46.68%)

The Annual Listing of Residents was conducted by mail again this year with 85% of the residents responding within the first month. Census follow-up was conducted via telephone and police, visitation. For the first time this year, a dog license applicaton was included in the census and was well received by dog owners. In accordance w Massachusetts General Laws a list of dog own was also compiled.

Upon completion of the local listing, confirmat notices were sent to all those registered vo who were not reported as living in Needham January 1st Those voters who proved reside were reinstated; those voters who responded w notification of a residence outside of of Needh were removed from the Voting List; and th voters who did not respond to the confirmat notice were placed on the inactive voting lis compliance with the new Motor Voter L Names were also removed because of death other changes in voting status. Upon comple of the revision, the total number of registe voters was 17,678, as follows:



PERSONNEL BOARD

Richard Creem, Chairman, James Bucking, Debra Caplan, Michele McQuillen, Gordon D. Riedell

PURPOSE

The Personnel Board is made up of five members appointed by the Town Moderator for a term of three years. Under Needham's Consolidated Personnel By-Law, the Board is charged with maintaining the personnel system of the Town through the annual formulation of a classification and compensation plan, the institution of staffing controls, the establishment of recruitment standards, and the adjudication of personnel grievances. In addition, the Board promulgates administrative orders in furtherance of the purposes of the Consolidated Personnel By-Law and monitors administration of the by-law by the executive branch of the Town's government. As a standing committee of Town Meeting, the Personnel Board advises the executive branch on collective bargaining issues and makes recommendations to Town Meeting relative to by-law changes and collective bargaining agreements. The Personnel Board continues to strive for personnel policies and compensation plans which are fair and equitable to Town employees and mindful of the financial constraints faced by the Town.

FY 96 HIGHLIGHTS

- Heard appeals of its FY95 reclassification study of Department of Public Works positions;
- Promulgated a Benefits and Workers' Compensation Policy to establish guidelines for the accrual of earned leave benefits and payment of health and life insurance premiums for non-represented employees receiving Workers' Compensation benefits;
- Heard requests for reclassification of various positions within the Town service;
- Continued its review of existing policy with respect to elected officials' salaries, and made recommendations for changes, all of which were adopted by Town Meeting;
- Heard testimony and rendered decisions relative to several employee grievance appeals;
- Reviewed several requests for Merit raises, step increases, and bonuses under the Board's Merit compensation program;
- Commenced a classification and compensation study of approximately 45 positions utilizing the services of a paid consultant;
- initiated an in-house pilot program geare analyzing the staffing of each Town dep ment with a goal of determining whether existing mix of jobs and grades meets the n of each Department Manager / Appoin Authority;
- Adopted a Management Perform Evaluation Policy and revised evaluation fo

FY 97 PROJECTIONS

The Personnel Board's goals for FY include:

- Continue to take a more pro-active role i Town's collective bargaining process;
- Continue its review of the Town's policy respect to elected officials' salaries;
- Conclude its classification and compens study of administrative/support positions, make appropriate recommendations to T Meeting;
- Perform a classification and compens study of management level positions, and m appropriate recommendations to T Meeting;
- Continue the in-house the staffing analys Town departments, and make appropriate ommendations to Town Meeting;
- Reviews the role of the Personnel Board à-vis the present structure of Needham T government.

EGAL DEPARTMENT

David S. Tobin,

JRPOSE

e Legal Department of the Town of edham provides legal advice to the Town partments, attends all sessions of Town :etings, all Selectmen's Meetings and meets :h other boards when requested. The Legal partment drafts and approves all contracts en requested, represents the Town in the irts and before administrative agencies and ist in the drafting of legislation, by-laws i regulations.

JDGETARY DATA

aries	$47,936.
penses	2,308.
ecial Fees	129,408.
al	$179,652.

art Time Employee

' '96 HIGHLIGHTS

ring Fiscal Year 1996, Town Counsel nego- ed, drafted, approved, interpreted and/or isted in resolving conflicts with respect to nerous contracts for the Board of Selectmen, ver Memorial Hospital Successor Board of istees, School Department, Department of blic Works, Park and Recreation mmission, Planning Board, Board of Health, ice Department, Board of Assessors, nservation Commission, Sewer Department, l Water Department. Among the contracts wn Counsel worked on were contracts for the going design and renovation of the Newman hool, renovations to the Pollard Middle School and the Needham High School to comply with the American with Disabilities Act of 1992, environmental engineering and design work for the anticipated closing of the Needham Landfill, design and engineering of the new Water Works Improvement System to be located at the Charles River Well Field and numerous other contracts involving road construction and procurement of materials and services for the Town.

In court and before various administrative agencies, the Legal Department represented the Town, its boards and/or officers and employees in cases involving challenges to orders and decisions issued by the Zoning Board of Appeals, the Conservation Commission, and the Board of Assessors, and represented the Successor Trustees of the Glover Memorial Hospital in an enforcement action of a charitable bequest made to Glover Hospital. The Legal Department also represented the Town in hearings with the Department of Environmental Protection concerning matters involving the Pollard Middle School and the closing of the Town Landfill.

The Legal Department assisted and represented the School Committee in a hearing before the Commonwealth of Massachusetts Attorney General's Office concerning the resolution of a contractor's bid protest involving the bidding of the Heating Ventilation and Air Conditioning contract at the Newman School. The Town successfully enforced its right to hold the contractor accountable for its erroneously submitted low bid and was able to keep the contractor's bid deposit as liquidated damages for injury suffered as result of the contractor's breach of contract.

Throughout Fiscal Year 1996, the Legal Department successfully assisted the Town Treasurer's Office in pursuing an action for overdue taxes against a Needham resident who had avoided paying outstanding property taxes that had been due since 1989.

The Legal Department has engaged special counsel to initiate a law suit against the architect of the Pollard Middle School Renovation Project to recover damages incurred by the Town during the extended period.

Throughout Fiscal Year 1996, the Legal Department worked with the Board of Selectmen, Planning Board, Board of Health, Department of Public Works and the Building Inspector regarding actions, decisions and enforcement of commitments, involving the numerous real estate developments in Needham and other sewer permitting, zoning, planning and building matters.

The Legal Department reviewed and approved a new ten year contract between the Town and the Massachusetts Water Resources Authority ensuring adequate supplies of water and sewerage disposal for the Town, while at the same time ensuring that our Town's natural resources are protected and utilized by and for Town residents first.

The Legal Department assisted the Town's Personnel Director in the drafting review and execution of contracts for an Employee Assistance Program as well as the Town's Blue Cross and Blue Shield Health Insurance. The Legal Department engaged special counsel to represent the Town in collective bargaining, labor disputes and civil service hearings.

Town Counsel sat as a member of the medical panel that reviews medical bills submitted for payment by former Town police officers and firefighters who have retired because of an accidental disability and the bills are related to the disability.

Finally, Town Counsel assisted in the preparation and review of all of the Warrant Articles and Motions for the 1996 Annual and Special Town Meetings.

ODERATOR

Richard P. Melick, Moderator

: Town's greatest concern was the cloud of lard constuction which restricted ability to e new cost needs for construction and reno- .on. There was little faith that an appropria- i would be followed by prudent expenditure construction management. A Town eting study committee worked exceptionally hard to produce the reccomendation for a Permanent Public Building Committee as an overseerer. Town Meeting voted it; careful selection was made of committee members; and an excellent committee was formed. This provided needed confidence, and influenced what became an affirmitive referendum vote to proceed with the Newman renovation.

The future holds many expensive financial needs. We should utilize townspeople study committees before hiring consultants.

My service as moderator now ends. I am most grateful for the. opportunity to have served you. My thoughts will be with you, and my hope is that our proven and respected Town Meeting system shall continue.

DPW staff responds to a 12 inch break in a sewer main on Chestnut Street. Crews worked into the night to make repairs before the morning rush hour.

EDUCATION

SCHOOL DEPARTMENT

Gerald A. Wasserman, Chairman; Karl H. Clauset, Sheila G. Pransky, David Summergrad, Joseph A. Thissell, Susan Welby, Patricia Ruane Superintendent, Not pictured, Paul Denver

INTRODUCTION

FY96 marked a change in administration and leadership style with the arrival of Dr. Patricia C. Ruane as Superintendent of Schools. Because of problems with the Pollard Middle School renovation, Dr. Ruane began her tenure by closing the school and relocating 900 students to Needham High School and Northeastern University's Dedham Campus from September through December 1995. Input from the .Inspector General's Report, as well as the input of town department heads and more than 500 community members who met with Dr. Ruane in a series of entry coffees and neighborhood gatherings initiated a year of establishing controls, rethinking structures, and improving communication. Meanwhile, the important business of educating 4049 children and supporting 280 full-time equivalent (FTE) faculty continued successfully, despite relocation of students.

This report on schools is divided into four parts as follows:

1) Basic information about people and costs;
2) New thinking to guide future planning:
3) Highlights of FY'96;
4) Issues for FY '97 and beyond.

BASIC INFORMATION: PEOPLE AND COSTS

Total Population:	4049
STUDENTS:	
Elementary:	2115
Middle School:	898
High School:	1036
STAFF:	
Teachers:	216
Specialists:	83
Administrators:	25
STUDENTS:	CLASS OF 1996
SAT Scores:	Verbal: 558
Math:	555
% Taking:	95%
Post-Graduate Status:	
Four year college:	79.6%
Two year college:	8.3%
Non-college education:	3.0%
One year work, then college:	7.0%
PER PUPA COST:	$6,020
BUDGET:	
Personnel:	$19,180,267
Purchase of Services:	$3,238,004
Supplies:	$809,821
Capital/Equipment:	$ 273,269
	$23,501,361

NEW THINKING TO GUIDE FUTURE PLANNING

Since the passage of Proposition 21/2, and with the addition of costly state mandates from Education Reform, Special Education, and the Americans with Disabilities Act (ADA), all public schools in the Commonwealth face serious financial constraints in their efforts to continue delivering basic programs for an increasing population of students. Recognizing the difficulty of the property tax as bearing the burden of school programs, the Needham Public Schools has worked cooperatively and creatively to develop funding alternatives, cooperative sharing opportunities, and new ways of organizing work and leadership.

During the 1995-96 school year, the following were initiated:

- **Sharing of school department maintenance personnel with other town departments.**

  With the beginning of the Municipal Buildings Maintenance Board (MBMB), of which the Superintendent is a member, there was a cooperative effort to save the town money during FY '96 by sharing maintenance professionals from the school department. As these resources are officially transferred to the town for FY'97, we anticipate a potential for considerable cost savings, since an electrician, carpenter, plumber, and heating/ventilation expert will now be available for maintenance issues in all town departments.

- **Creation of a part-time grant facilitator position.**

  The Needham Public Schools has accepted an entrepreneurial role in soliciting of funds beyond local tax revenues. In its first year of operation, our newly established grant office brought in $65,000 in competitive awards to the Needham Schools, and an additional $102,500 to a consortium of Needham child care providers, including the Early Childhood Center.

- **New structures and systems are in place for facilities renovation and construction**

  The Inspector General's Report highlighted an absence of controls and project oversight. We have taken this information and subsequent suggestions seriously in the redesign of subsequent work projects. Both the Pollard Middle School reconstruction of Fall 1995 and summer work at the Newman School followed these new procedures and delivered successful projects on time and on budget.

  The school department has also cooperate with the town in the creation of a Permane Public Building Committee which will co tinue to follow these procedures and provi consistent townwide oversight of future co struction projects.

- **Curriculum leadership is being addresse at the elementary level.**

  Since the loss of centralized curriculum lea ership through budget cuts since 1991, el mentary parents and teachers have expressed concern about the absence of direction a consistency. Rather than re-create high-price central office positions for curriculum, w have moved in a direction of shared leade ship, through the creation of curriculum di logue groups by grade level. Six groups repr senting Kindergarten through Grade 5 bega to meet during the 1995-96 school year. T purpose of these meetings, which will co tinue in FY97 and beyond, is to identify esse tial learning at each grade level, and to provi the resources and support within the teach group to improve instructional practice amon all teachers at a grade level. Dialogue grou include elementary principals and teache from the Arts, Physical Education, Medi Reading, Special Education, and Guidan departments. This kind of reorganization w result in a new level of curriculum excellen and accountability.

- **Leadership for Special Education has bee re-designed**

  Issues of high costs and increased reques for services have caused us to re-examine t work of this department, with respect to o response to state and federal mandates. new leadership team was conceptualize during the 1995/96 school year, and will b implemented during FY'97. Our intent is improve service delivery and manage co more efficiently.

- **A Future Search Conference invited community members to envision Needha Public Schools for the 21st Century.**

  This group of people, including paren teachers, business leaders, government of cials, students, and representatives from to departments and agencies, developed a visi of Needham as a place where learning c and should happen for all residents regardl of age.

  Conference participants began to look Needham and its various constituencies having both needs and assets. The Conferen envisioned that learning happens both in o school buildings and in the community, w shared responsibility from all of the town government and private resources. Follow- to this Conference has continued through planning committee which will finalize vision for the schools during FY '97.

- **Technology has power to change a improve the way the town communica and extends resources**

  The Needham Public Schools has taken initiative among all town departments adult training in technology, and for acqui tion of technology tools in the workplace whether that is schools, town hall, or library. The schools have been very proact

n working cooperatively with Continental Cablevision and gaining their support for the stablishment and maintenance of the infratructure that enables us to communicate lectronically within the town as well as the se of cable for interactive teaching and proramming. An important part of our agenda uring the 1995-96 school year was to nclude the larger community in an understanding of the technology tools that have ecome new basics for our students entering ne 21st Century. A series of community orums, including "Seniors on the Net," pened a new dialogue and a new world for ublic understanding.

lew school and town partnerships are ooking at the "big picture" of Needham as comprehensive community.

Because of increased and improved communiation, school and town departments are vorking symbiotically to improve performance and connection of all our employees. oint planning during FY'96 planted seeds for ollaboration at many levels. During FY'97, or example, new employees will be oriented o the whole town in joint orientation sessions. Similarly, interagency partnerships have been ined and will be initiated in FY '97.

GHLIGHTS OF FY '96

e business of educating children in the owledge, concepts, and skills that they will ed for future learning and productive living given goals in any school year. Each school d each department strives annually to prove the instructional practice of the chers' and students' achievement and permance. The work of teachers and students is ongoing discussion within our schools, and ong teachers, parents, and students through ariety of formal and informal communicans of student progress. Additionally, our sic program includes the opportunity, for gh school students only, to participate in a de array of athletic and extracurricular proam that extend the learning, give students portunities to develop interpersonal and aracter skills, and give them the experience excelling as individuals and as members of a m. During FY '96, more than 60 percent of edham High School students participated on athletic team. Our Boys'Soccer Team won State Title. On the extra-curricular side, re than 30 students participated in Harvard's odel Congress, with 8 students achieving nference wide awards. Our Debate Team t 5 students to national competition and our ademic Decathlon Team was a State alist. In the Arts, 9 students received Boston obe Scholastic Art Awards, 2 students were cepted to All-State musical performing ups, and 1 student was recommended for l-Eastern Chorus. Student participation and dent service throughout the community has ver been higher or more enthusiastic.

addition to our success in assuring the cogive, social, and emotional growth of more an 4,000 students, the Needham Schools ghlighted 6 specific goals for added phasis during FY '96 A statement of each al, and highlights for the system and for the hools follow.

al #1: To improve the relationship of the hool department and the community.

Improved communication and community relations are ongoing priorities at the system and building level. Each school puts great effort into regular newsletters from school to home, and invites parents to view children's accomplishments. Performances and exhibitions by the Fine Arts staff reach both parents and the wider community. A listing of all the activities would be exhausting. Here are special efforts and new initiatives taken this year by a variety of staff members working cooperatively inside the school department, as well as school-to-town partnerships.

SYSTEM

a) High visibility by school officials and School Committee members at town and town department functions, as well as local service groups and agencies, has connected people with people and made the School Department more personal, less bureaucratic to members of the community.

b) Written communication and invitations to Town Meeting Members have improved our track record of sharing information and including TMM in special events.

c) New standards of presentation and listening to the community — through coffees, meetings, forums, hearings — have begun the process of re-establishing credibility for the school department.

d) Budget information was shared in a variety of formats to reach many audiences.

e) Under teacher direction, our high school students are beginning to market their skills as a contribution to the town's needs/assets equation. For example, a Commercial Art class participated in illustrating a brochure for the Massachusetts Family Literacy Guide. Another Art student worked with the Needham Women's Club to design their newly created Power Card. Technology students were trained in July to assist community members in the creation of Internet "Home Pages" for their businesses.

f) With cooperation from the town, we initiated a formal exchange with the city of Fujinomiya, Japan.

g) Visual arts were showcased in community displays at the Stephen Palmer Center and Deaconess-Glover Hospital. Student work from Needham High School students was cover news in a *Boston Sunday Globe* Magazine feature on February 4 and Newman elementary students designed a cover for the April 1996 *Language Arts Journal.*

h) The Needham Education Foundation-sponsored Gospel Choir performed three concerts, in addition to their performance at Needham's Martin Luther King Day community celebration.

i) Communication through Arts included the creation of a new mural, "E Pluribus Unum," on the front of Pollard, plans for a high school Art Gallery, thanks to NEF funding, and a first ever Installation Art Exhibition at the high school. Like our elementary school murals, the Pollard School wall mural was completely supported by grant money rather than local tax dollars.

j) Students performed at a number of community events and gatherings throughout the year. Of special note, students from our elementary and middle schools developed wonderful partnerships with neighbors at many of our local retirement facilities.

SCHOOLS

a) Massachusetts Principal of the Year/Needham Ambassador Miriam Kronish represented the Needham Public Schools in Washington, D.C. and in Northern Ireland this year.

b) Eliot School student ambassadors danced in Hiroshima at the 50th anniversary of the end of World War H.

c) Our students and teachers were featured on Cable in the Classroom, USA Today, and Channel 2 in a variety of educational programs.

d) Broadmeadow School initiated parent discussion groups (on Nutrition and the Social Competency Program) as part of their special focus on parent communication.

e) Local, regional, and global outreach through service projects were an important part of community life at each school. Holiday collection drives, pen pal exchanges, international relief efforts, recycling projects and visits/partnerships with retirement communities brought our students in contact, positively, with a variety of adults in Needham. These activities have increased at each school site.

f) Hillside School computerized information received at kindergarten registration and is in the process of creating a community database to facilitate contacts and connections between home and school.

g) Newman School worked on welcoming behaviors for the office/reception area, redesigned "Back to School" night as "Welcome to Newman" night, and developed strategies for improving information flow and response time to questions.

h) Mitchell School created a vision statement and student bill of rights. Staff worked hard to improve home/school links, including morning coffees, a redesigned Open House format, curriculum evenings, and greater outreach to new parents. Press coverage and release doubled, and the school increased its group of senior citizen volunteers.

i) Pollard Middle School reopened with a special welcome to children, parents, and the community. They initiated an After School Activities Program (ASAP) through funding by the Needham Police Union. Additional groups (School Council, Police Department, Park and Recreation, Youth Commission, the Deaconess/Glover Hospital, and private sponsors) have participated to continue programs for the 1996-97 school year.

j) Needham High School implemented changes in the assignment of guidance counselors. To improve communication, students and parents now have access to personal counselors, academic counselors, and college/career counselors.

Goal #2 To study and implement the state mandates regarding education reform while strengthening the relationships among curriculum, instruction, and assessment.

EDUCATION

Integrating curriculum, instruction, and assessment, clarifying the what, how, and how well of learning for adults and students, and matching our expectations against outside standards continue to be a major focus. Progress includes:

SYSTEM

a) At the elementary level, early release days and faculty meetings were devoted to sharing assessment strategies, developing rubrics or criteria, compiling portfolios, designing minimal portfolio expectations by grade level, and using portfolios to improve communication with parents around student progress. A June presentation to School Committee summarized this work.

b) The K-12 Curriculum Council presented and reviewed draft flamework documents in these are as: Mathematics, Social Studies, Language Arts, Science, and Fine and Performing Arts.

SCHOOLS

a) A Mathematics focus at Eliot included extensive course work for Eliot staff with Mahesh Sharma (Cambridge College) in a 30-hour come entitled: "Diagnosis and Remediation of Learning Problems in Mathematics." Broadmeadow expanded its use of parent volunteers in the Math Manipulative program with special events featuring geometry and measurement. Teachers at Broadmeadow and Hillside continued to learn about and to implement the Everyday Mathematics program, which integrates mathematics into daily classroom routines and other subject areas.

b) Hillside teachers focused on the teaching of Science, in cooperation with Needham's Science Center. This focus included the use of portfolios and alternative assessment methods, as well as teacher workshops in cooperative learning. A grant-funded artist-in-residence helped teachers and children experience music and movement as a complement to Science content.

c) Newman convened a multi-age study group to explore this configuration of students in light of curriculum, instruction, and assessment, as well as the needs of children and families. Teachers and parents worked collaboratively to launch two intermediate "Odyssey of the Mind" teams. This very successful challenge opportunity for children has been presented to other schools, and will be expanded next year.

d) Mitchell and Hillside teachers learned about and tried to incorporate accelerated learning strategies at all grade levels. Mitchell focused on more grade level collaboration, through interdisciplinary units (especially literature in content areas) and teaching to the "top." Cross-grade partnerships increased in many areas of curriculum.

e) Pollard teachers expanded two integrated projects schoolwide — National History Day for 7th graders, and Earth Week for all grades. These projects have a performance component. Pollard also developed a draft mission statement for middle school.

f) Needham High School sophomores added a performance component to their study of U.S. History in a unit that culminated with a re-enactment of a Boston Town Meeting (circa 1774) at Fanueil Hall. Students researched the issues, role played actual characters, and presented well developed arguments before a spirited group of Patriots, Tories, and Moderates.

g) High School individual departments continued to study the state Frameworks, suggested ways to update curriculum, and began to address strategies needed to implement teaching in longer blocks. Individual teachers have attended assessment workshops and have brought back information and ideas which they have shared with the staff.

h) A new schedule for High School students was designed to extend learning opportunities for students. It includes five periods/day, with two periods at 75 minutes each. Courses rotate through a seven-day cycle.

Goal #3 To ensure that school and classroom environments are places in which all students feel included and safe.

SYSTEM

This has been an ongoing preoccupation. During FY'96 we added adult safety to the agenda. Here are the highlights:

a) Building and construction issues, and our increased awareness of health and safety issues, created a need for better information and communication. We identified major problems and began the process of addressing them and rebuilding confidence. Positive steps include better communication between building and health and safety committees, regular communication between central administration and NEA (Needham Education Association) leadership, cooperative work to help staff understand the implications of asbestos, the recommendations of the Committee for Air Quality and Acoustical Standards, investigation of milder cleaning products, and the publication by the Fine Arts Department regarding the safety and hazards of art materials are all appropriate responses. Increasingly, we would like to be more proactive. The creation of standing health and safety committees at each school next year, the implementation of new communication protocols, and transition to the Permanent Building Committee represent important interventions for the near future.

b) At the elementary schools, classroom teachers worked cooperatively with Special Education personnel to improve understanding and the positive inclusion of children into classroom life and learning. All schools participated in a new and improved introduction to people with disabilities. Accepting, Valuing, and Including Diversity (AVID)shifted the focus from the disability, and helped children see "whole" human beings. Students also participated in a • Child Assault Prevention Program (CAPP). These programs involved parent volunteers and community agencies.

c) Social Competency skills and techniques used by the elementary teachers and counselors were introduced to school aides and other support staff in a two-workshop serie Giving aides some of the same strategies ar vocabulary for resolving conflict ar improving communication paid off in cafet rias, in hallways, and on playground Additional training continued in all schools f new teachers, with assistance from our i house teacher experts.

d) Schools established a building-specif system of security. This remains an ongoi concern.

e) Collaboration among Needham You Commission, Needham Rotary, Needha YMCA, and the School Department pr vided scholarships for students to atte summer camp.

f) Needham Youth Commission worked wi our school counselors in facilitating grou experiences that address difficult issu proactively.

g) The Comprehensive School Health Committ brought together multiple town organizatio to form a coalition focused on promotin healthy programs and practices for studen and adults throughout the community.

SCHOOLS

a) Broadmeadow parents, teachers, guidan counselors, and health educators collab rated on a project sponsored by the Ada Walsh Foundation. **Kids and Compan Together for Safety** was a joint project th brought school staff together with membe of the PTC Health, Safety, and Nutritio Committee. A parent and teacher co-led tw class sessions on child safety at each leve Broadmeadow also worked on a wellne agenda, with the establishment of a walkin course and a nutrition fair.

b) Hillside established new traffic patterns th year with a safer entry/exit approach to t school. Staff drafted a staff handbook wi basic rules and expectations, as well understandings about inclusion program Hillside also is developing behavior expectations for students in special classes, play areas, and the cafeteria.

c) Eliot featured an Olympic Festival ar Monster Dash to unite the communi around fitness.

d) Mitchell formed an active beautificatio committee to continue the brightening ar welcoming tone of the corridors ar common indoor and outdoor space Mitchell also established schoolwide rules collaboration with staff, parents, and st dents, and emphasized a CARE theme - **C**itizens **A**cting **R**espectfully **E**verywhere.

e) Newman initiated a "Block Parent" pr gram, where safe places for children knock on the door, in case of any trouble, a identified along walking routes to th school.

f) Pollard established a Student Adviso Board to give students a voice in policy dec sions that affect them.

g) The Physical Education/Health Departme spearheaded a wellness initiative calle "Healthy Employees 2000," in cooperatio with public and private health agencies an

ilities in and around Needham. To date, employees have taken advantage of up rates and other incentives to focus on lth and fitness.

edham High School experimented with a e manager system to monitor at-risk stu- nts. Feedback from the year will shape difications for next year. Also, the Social vareness Committee sponsored a suc- sful workshop and seminar for all juniors l seniors on the topic of sexual harass- nt in a dating context. The High School ence Department reviewed lab safety h respect to procedures and specific labs, ile the Art Department distributed safe duct lists to all staff.

increase in drug incidents at Needham h School resulted in the use of trained cotic dogs and a parent education eting.

#4: To complete the development of a gic plan.

Future Steering Committee designed a ful community experience — the Future n Conference — and has followed it up ontinued work and Community presenta- to share emerging directions. A "plan" is yet completed, since much of the ntum was deflected toward override ation and aftermath. However, some new ions have been identified, and are taking in pockets of the school and community. on statement, in draft form, will be dis- l in the wider community during FY '97.

#5: To examine and explore how appli- s of new technology can be best used in nstruction and administration

and technology programs offered a y of learning experiences for students, rs, parents and community members ghout the year. Within the context of all ms the media center is a classroom for le and adult learners, a technology lab for ch and production, a professional ce for curriculum planning, a gallery of t produced projects, a volunteer opportu- r 182 of Needham's finest, a stage for lit- visitors such as Steven Kellogg, Bill ield and YokoKawashima Walkins and a desk to accomplish any of the above. g 1995-96 the professional and support f the Media and Technology Department buted significantly to furthering our mis- o prepare students technologically for g learning. Here are the highlights:

INOLOGY PLANNING

committee of twenty-five teachers, par- , town and community members devel- d a five-year plan, anticipating new state enues in this area.

hnology committees in elementary ools were formed to support the use of nology resources.

Acceptable Use Policy was developed to nitor student use of the Internet.

Broadmeadow Technology Committee nsored an informational Parents hnology Night.

INOLOGY INFRASTRUCTURE FACILITIES

a wiring was completed at NHS (140 drops) for e-mall, Internet access and local networked resources (CD-ROMs - SIRS, *The Boston Globe*, Wilson Disc - periodicals index and abstracts).

b) Data wiring was installed at Hillside (35 drops) for e-mail, Internet access and localnet worked resources (CD-ROMs)

c) The data network at Pollard delivered e-mall, Internet resources and several locally networked CD-ROMs to 90 locations.

d) Needham joined MECnet for full Internet access to the NPs wide area network (1-Loop).

e) Several web pages were developed by teachers and parents and linked to the Needham public Schools' home page to illustrate the learning and work of our school communities.

f) Accounts for e-mall and conferencing on Needham Connects peaked at 500 school and Community users.

g) Through an NEF grant, the Needham Public Library joined the NPS wide area network to share the schools' Internet access.

h) An Interact server was added to the NPS network to facilitate student publishing and allow global visitors to view our schools.

i) The video network was extended to all grade 2 classrooms for distance learning programming, in particular Interactive Spanish.

j) The data, voice and video network specifications were completed for the Newman Elementary School.

k) The Needham schools were selected as a test site by Continental Cablevision for Internet access to schools.

1) Collaborative funding by the NEF and media/tech budgets have resulted in significant technology renovations to the lecture halls at Ntis and Pollard.

TECHNOLOGY INFORMATION SKILLS AND APPLICATIONS

a) Five hundred and eighty adult learners enhanced their technology literacy by participating in TECHCAMP graduate courses, staff development workshops and adult education classes.

b) A grade level data base of computer software and CD-ROMs available in school media centers was prepared for the elementary staff.

c) The Hillside Technology Committee sponsored computer software training classes for parents.

d) Students at all levels used the resources of the World Wide Web for curriculum research.

e) At all levels, CD-ROM research was conducted in classrooms, in the media center and over the local area networks at Hillside, Pollard and NHS.

f) High school students learned how to publish on the Internet. See "The Hilltopper", the "Rag," and student curriculum projects available for world wide viewing at www.needham.mec.edu

g) Students and teachers integrated a variety of applications into their daily work - simulations, productivity and publishing tools, communications tools, scientific instruments and calculation tools, electronic research tools, tools for music composition, drawing, painting and graphic design.

h) Many student publishing projects were created in classrooms, labs and media centers...newsletters, literary magazines and illustrated journals.

i) Pollard students integrated a variety of presentation tools in their National History Day Projects.

j) Children's Literature and Adolescent Literature conferences were formed on Needham Connects for staff members to look for suggestions, ask questions, develop ideas and collaborative projects.

Goal #6: To improve financial planning, maintain cost effectiveness, and develop strategies with other town departments to improve the system's financial stability.

Work in this area has been highlighted earlier in this report, under "New Thinking..."

ISSUES FOR FY'97 and BEYOND

Prior to the passage of Proposition 2 1/2, Massachusetts School Committees exercised autonomy in the development of their school budgets on an annual basis. 2 1/2 limited the level of increase for all town spending, including schools. The intent of this legislation was not to deny legitimate requests; rather, it was an attempt to respect the citizens' right to understand the need for the increase and to approve any additions to the base budget.

The aftermath of 2 1/2 in Needham during the 1980s is a history that is marked by decreasing enrollment and school closings. For a number of years, town revenues were augmented by the addition of dollars from the sale of school buildings. Rather than put this money into some kind of long-term trust for the maintenance of the remaining school buildings, the town used the money as an offset to immediate budget shortfalls, thus maintaining some sense that the town was operating within its means. However, as enrollments have begun to increase, and with the absence of additional buildings to sell, the town moved toward a more normal experience of the limitations of 2 1/2 vis-a-vis the town's expectations for quality service. The first time Needham experienced this as a serious problem was in 1990, and cuts to ail program budgets and town departments that resulted from a failed override prompted the town to ask again for an operational override in 1991. The success of this override restored basic needs and allowed town departments to proceed at a status quo.

Meanwhile, the town has not remained static, and prices have increased beyond the revenue cap. For the school department, this has been particularly problematic with respect to three dimensions which affect greatly our ability to keep up at the 2 1/2 percent level:

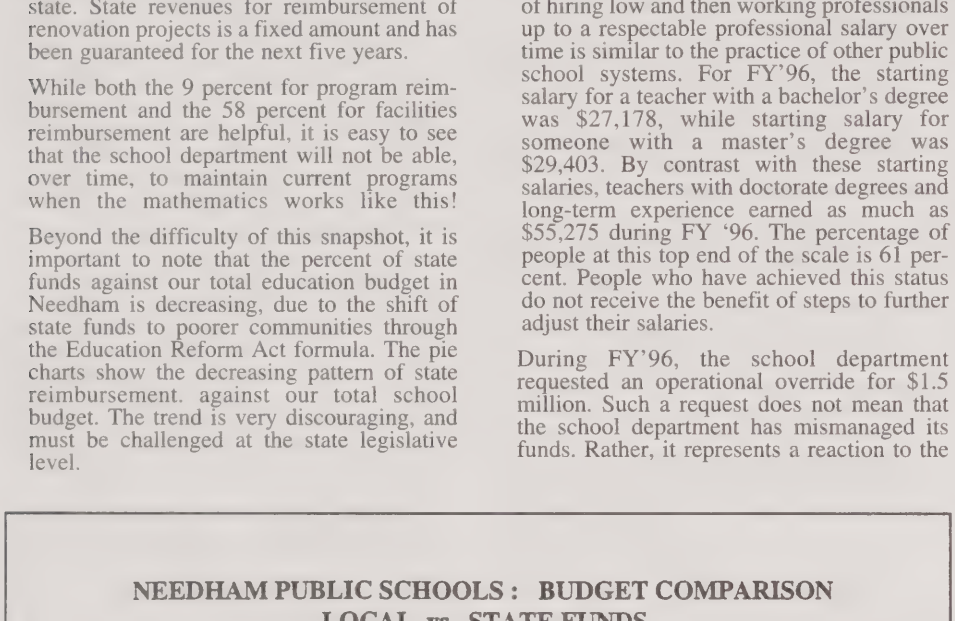
1) MANDATES. We are obliged to fulfill a number of costly mandates from the state and federal government. These include expectations from the state's Education Reform Act of 1993 for more time on learning, requirements to provide maximum

services to children identified with learning disabilities, facilities requirements to enable persons with physical handicaps to have access to public buildings, and a myriad of small requirements ranging from transportation to attendance. The programmatic costs to the Needham Public Schools for such mandates is approximately 24 percent of our FY'97 school budget. Despite state guarantees that there will be no unfunded mandates, the state in actuality will return less than 9 percent against this cost.

When it comes to facilities, we must get the approval of a townwide vote to conduct any major construction or renovation. The state will reimburse Needham at the rate of 58 percent for such costs once we have made it onto the list of such projects throughout the state. State revenues for reimbursement of renovation projects is a fixed amount and has been guaranteed for the next five years.

While both the 9 percent for program reimbursement and the 58 percent for facilities reimbursement are helpful, it is easy to see that the school department will not be able, over time, to maintain current programs when the mathematics works like this!

Beyond the difficulty of this snapshot, it is important to note that the percent of state funds against our total education budget in Needham is decreasing, due to the shift of state funds to poorer communities through the Education Reform Act formula. The pie charts show the decreasing pattern of state reimbursement. against our total school budget. The trend is very discouraging, and must be challenged at the state legislative level.



2) ENROLLMENT INCREASES. While we observe the declining proportion of state to local revenues, the Needham Public Schools also faces an enrollment increase. Unlike other town departments, the school department must be immediately responsive to increases in the number of students. In 1990, our school enrollment was 3598 in October 1996, the enrollment was 4110. We have had a 14 percent increase in our population. Our data and that of the Future School Needs enrollment figures suggest that the trend will continue through the year 2000 as our student population increases an additional 10 percent. With revenues that are capped at 2 1/2 percent, the school department, since the 1991 override, has cut, trimmed, and reduced its infrastructure in order to add new classroom teachers, without benefit of additional revenues from the town or commeusurate offsets from the state.

3) CONTRACTUAL OBLIGATIONS. In FY '96, 85 percent of the school department's $23,501,361 million budget was personnel. The structure of the school department's personnel schedule enables us to hire low, and then add salary slowly through a system of steps for experience and lanes to acknowledge continued professional development — something that is required for our teaching professionals. Needham's practice of hiring low and then working professionals up to a respectable professional salary over time is similar to the practice of other public school systems. For FY'96, the starting salary for a teacher with a bachelor's degree was $27,178, while starting salary for someone with a master's degree was $29,403. By contrast with these starting salaries, teachers with doctorate degrees and long-term experience earned as much as $55,275 during FY '96. The percentage of people at this top end of the scale is 61 percent. People who have achieved this status do not receive the benefit of steps to further adjust their salaries.

During FY'96, the school department requested an operational override for $1.5 million. Such a request does not mean that the school department has mismanaged its funds. Rather, it represents a reaction to the kind of issues described above, and our inability to maintain level services after five years of living within our means by cutting out infrastructure and program support so that mandates, enrollment increases, and collective bargaining agreements can be fulfilled. This override sought to re-establish a more reasonable base for the school department's budget, and included long overdue adjustments in per pupil supply budgets, as well as adjustments in Art and Physical Education staffing so that Arts and Physical Education classes at the elementary level could be fully funded for the many new cla rooms that have been established since 19 Additionally, this override attempted to addr two. programmatic needs: the extension of elementary Spanish program to Grade 3, and increase in our technology budget so that could establish a new base line budget in area that needs to grow for students' achie ment of 21st Century skills.

Failure of the override not only limited our abi to adjust staffing and move forward modestly forced us to cut back regular program in orde meet our requirements in enrollment increa and mandated programs. This has been a patt since the passage of the last override. The sch department has found itself cutting programs reducing 'local support to maintain them ei on a shoestring or with parent subsidies. On following page is a listing of changes from '90 to the present. This list — what was assur as part of the regular school program versus w has been eliminated or shifted to user fees gives an indication of the invisible cuts for mantling of infrastructure that have been ne sary in a climate that has not had sufficient t funds. Like other departments, the school dep ment finally reached the point in FY'96 whe became clear that we could not cut and trim ther without the elimination of programs, suc elementary Physical Education.

The pattern of cuts and loss of programs necessitate the School Department's request an Operational Override for FY '98. Resou are stretched, and we continue to look for be ways to collaborate within town departments well as new partnerships with business and c munity members.

The needs of our elementary schools for ren tion remains acute. During FY '97, a Facil Planning Committee will develop a time line suggest options for the utilization of our elen tary schools, including the High Rock Schoo

Mindful of all of the challenges we face, committed to using town trust and resou respectfully and professionally, the Needh School Committee and School Departm have adopted two-year goals for FY '96 — '98. They are as follows:

Goal #1: Each member of the Sch Department and School Committee will de and implement one strategy to improve c munication — within the classroom, within school, between home and school, or betw school and community.

Goal #2: Teachers and administrators will nect curriculum, instruction, and assessm work, so learning outcomes will be clear teachers, students, and parents.

Goal #3: Increase student access to techno tools and skills at all levels through sy planning, building of a strong technology in structure, and teacher/volunteer developme

Goal #4: Develop consensus and impleme vision and strategic plan for the public sch in this community, understand the fiscal straints of that vision, and apply the vi against current practice, as well as emer decisions and priorities.

The Needham Public Schools apprec the continued support of this communit

c Schooling in FY'90 included:	Basic Schooling in FY'97 includes
ng musice lessons in Grade 2-5; Babd lessons in Grades 4-5. (Parents paid instrument rental; some school department-owned instruments lable on loan).	• User fee instrumental lessons ($75 per year for 4th graders ina group lesson; $15/1/2 hour for private lessons, 5th graders. Strings – Grades 3-4 group lessons, parents rent instruments.
rumental ensemble experiences, Grades 4-12.	• Instrumental ensemble experiences, Grades 4-12.
nsive athletic programs for Grades 9-12 and extra-curricular proggrams for des 6-12.	• Athletic and extra-curricular programs for students Grades 9-12. School budget subsidized by user fees $90/sport activity for basic participation. $40,000 cut offset by special fund raising organized by Athletic Boosters as an emergency effort. A 10,000 cut in extra curricular support has resulted in extensive fund-raising activities to support club events. • Small fee-based after-school program at pollard, with support from the Needham Police Union.
sian language study	• Eliminated
d Service/Adult Education Programs	• Programs are fee-based
nentary Gifted/Talented Program	• Eliminated
2 Theater Arts Program	• Eliminated
r-School Sports (Grades 4 and 5)	• Eliminated
and Music specialists who met once or twice weekly with all elementary ses. Music only in kindergarten.	• Art and Music specialists whose time with each class has been cut by 1/3 to 1/2 contact time.
sical Education specialists instructingg children at all levels in full programs, des 1-12.	• Program reductions at: **Elementary** – specialists cut by half (no Physical Education for Kindergarten, Grades 4 and 5) **Middle** – 3/4 program. 1/4 students go to study hall for 1/4 of year instead of Physical Education **High** – Program reduced from 4 to 3 year requirement.
nsportation K-12 to all students beyond 1 mile (elementary), 1.5 miles ddle) and 2 mile (high school) radius.	• Fee-based transportation for all students requesting it in Grades 7-12, and all K-6 students beyond 1.5 mile radius.
2 Content Area Directors for Language Arts, Mathematics, Science, Social dies, Business, Foreign Language, Health/Physical Education, Media, Music, Visual Arts.	• K-12 Content Area Directors in Fine Arts, Health/Physical Education, and Media.
entral Office Administrators perintendent for Administration and Instruction - Director of Personnel dminstrator of Business Services - Director of PPS/SPED	• 4 Central Office Administrators - Superintendent - Asst. Superintendent for Personnel/Curriculum - Director - Manager of Financial Operations
ector of Elementary Education and Reading	• Position eliminated. • Across the board, materials, supplies, furniture, and equipment have been reduced annually, and staffing cuts have driven class sizes up at middle and high school levels.

TURE SCHOOL NEEDS COMMITTEE

POSE

uture School Needs Committee was estab- by the Annual Town Meeting of 1950 and nade a standing committee in 1994. The nittee projects future enrollment, monitors usage at each school, and serves in an ory capacity to issues affecting the nam Public Schools.

5 HIGHLIGHTS

ection methodology refined to better esti- e kindergarten enrollment.

ections show an increase in enrollment of e than 1,000 students in nine years.

Committee determined several alterna- projections using different birth assump- s after 1995.

' FORECAST

plete the 1997 enrollment projections.

yze population and demographic trends and n census information to improve kinder- n and long term projection methodology

are enrollment projections by elementary ol.

mittee member to serve on Capital ning Advisory Committee

FUTURE SCHOOL NEEDS ENROLLMENT PROJECTIONS

YEAR	1989/1990		90/91	91/92	92/93	93/94	94/95	95/96	96/97	97/98	98/99
BIRTHS*	286		286	305	342	394	345	360	360	360	360
School year	1995/1996		96/97	97/98	98/99	99/00	00/01	01/02	02/03	03/04	04/05
Grades	**Projected**	**/Actual**									
K	360	383	329	349	390	447	393	410	410	410	410
1	371	369	411	352	374	418	479	421	440	440	440
2	329	344	368	410	351	373	417	478	420	439	439
3	340	354	342	366	408	349	371	415	476	418	437
4	337	336	353	341	365	407	348	370	414	475	417
5	324	329	332	349	337	360	402	344	365	409	469
6	285	287	341	344	362	349	373	417	356	378	424
7	307	307	278	331	334	351	338	362	404	345	366
8	304	304	298	270	321	324	340	328	351	392	334
9	265	277	291	285	258	307	310	325	313	335	375
10	275	275	279	293	287	260	309	312	327	315	337
11	244	240	269	273	287	281	254	302	305	320	308
12	239	244	244	274	278	292	286	358	307	310	325
Total	3,980	4,049	4,134	4,237	4,352	4,518	4,620	4,742	4,888	4,986	5,081
K	360	383	349	390	390	447	393	410	410	410	410
1-5	1,701	1,732	1,806	1,818	1,835	1,907	2,017	2,028	2,115	2,184	2,202
6-8	896	898	917	945	1,017	1,024	1,051	1,107	1,111	1,115	1,124
9-12	1,023	1,036	1,083	1,125	1,110	1,140	1,159	1,197	1,252	1,280	1,345
	3,980	4,049	4,134	4,237	4,352	4,518	4,620	4,742	4,888	4,986	5,081

*Reflects July 1 to June 30 births

Actual Figures shaded K based on 3 years average and adjusted for METCO constant births after FY95 based on 3 year average FY 93-95

PUBLIC SAFETY

POLICE DEPARTMENT

William G. Slowe, Police Chief

PURPOSE

The police mission is the maintenance of social order within carefully prescribed ethical and constitutional restriction. This mission contains the following elements:

- Prevention of criminality
- Repression of crime
- Apprehension of offenders
- Recovery of property
- Regulation of non-criminal conduct
- Performance of miscellaneous services

BUDGETARY DATA FY'96

Salaries	$2,828,005	No. of Employees
Expenses	86,747	Full Time 53
Capital Items	76,000	Part Time 15
Total	$2,990,752	

FY '96 HIGHLIGHTS

During the fiscal year, the police department continued to institute programs which emphasize our continuing commitment to community oriented policing. This past year, 1,400 students participated in one or more DARE activities, which stress and reinforce the anti-drug message. With financial support from the Needham Police Union and state grants, new offerings included a program at the Rashi School, an after school athletic program at the Pollard, a ski trip, a harbor cruise, a community service program and a host of guest speakers who gave anti-drug talks in the Needham Schools. The highlight was in March when the Hoyt's, Dick and Rick, gave an emotional and moving presentation at the Pollard.

Compliance checks of tobacco vendors, which consist of an ongoing effort of education and enforcement, and were performed in conjunction with the Tobacco Control Coordinator, show compliance rates in town to be above 90%.

The Juvenile Diversion Program has generated hundreds of hours of community services for various town departments while providing an alternative to prosecution of certain youthful offenders.

In May, after the department applied for and received a $20,000 grant, the Needham Police Bike Patrol Program began. After the initial purchase of specially equipped bicycles and the training of selected officers, bicycle patrols began throughout the town. As a part of the program, child safety programs and free helmets were provided to children in Needham. Our hope is that the initial success of this program will continue, and that further funding will be obtained in order that we may continue to provide this service to the community.

The detective division initiated several successful investigations during the fiscal year. Needham detectives were instrumental in identifying a burglar who had been extremely active in at least 5 Massachusetts counties. With cooperation and assistance from other departments, our detectives served a search warrant at a local house of prostitution, and made several arrests of individuals for prostitution offenses. Significant drug investigations were also conducted during the year, including one that resulted in a large seizure of marijuana (20 lbs.) and the arrest of a Mattapan woman for distributing marijuana.

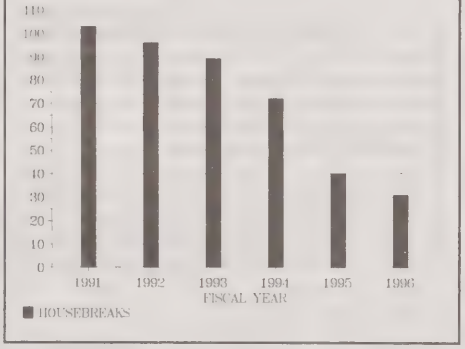
In January, automation of the police department's reporting system began. This process involves the data entry of most of the information which we maintain. Such records as incident and arrest reports, accident reports, motor vehicle citations, evidence and property reports and firearms licenses are now computerized improving the search and retrieval process while establishing a basis for future on line data transfer to and from other departments, state and federal agencies.

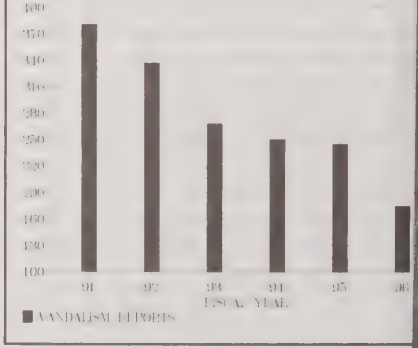
All officers attended the in-service training program provided annually by the Massachusetts Criminal Justice Training Council. Locally, each officer also completed a firearms training and qualification course. Additional training in community policing, emergency management, and executive development also occurred during the year.

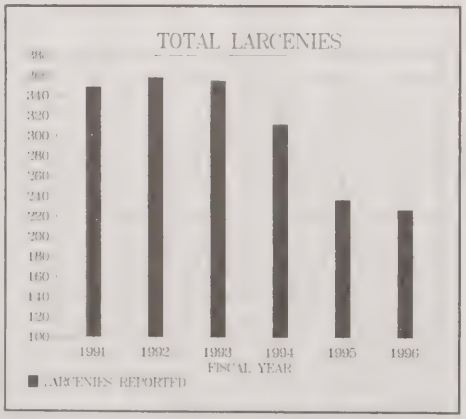
For much of the fiscal year efforts were underway to explore and examine the merging of police and fire department dispatching op tions into a combined public safety disp center. While the long standing maintenanc separate dispatch facilities, staffing and op tions have served the community well, it is that the consolidation of future operations be more cost effective without a loss in quality of services provided. This initiative conducted as we continued planning for implementation of Enhanced 911 service.

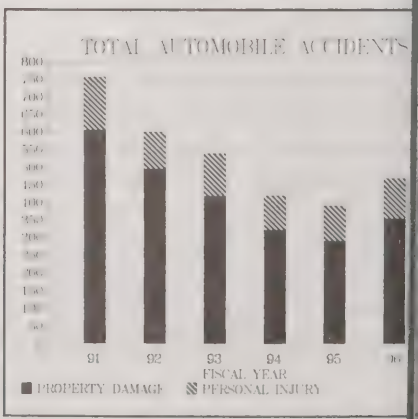
FY97 FORECAST

- To continue to develop a well-trained motivated force of disciplined officers are ready and able to meet the law enfo ment and service needs of the community
- To continue offering positive alternatives drug education at current levels and explore expansion to the high school with appropriate activities and programs.
- To initiate joint police/fire public safety patching operations.
- To initiate Enhanced 911 service with assistance of the Statewide Emerge Telecommunications Board (SETB).
- To continue to focus on major criminal a ities affecting Needham residences and b ness and to successfully prosecute t involved.
- To continue to develop policies and prac which address needs and provide efficient effective law enforcement services to community.









IRE DEPARTMENT

Robert A. DiPoli,
Fire Chief

SSION STATEMENT

provide to the Town of Needham an effec-
, well-trained team of professionals to pro-
the lives and property of its residents
ugh fire suppression, emergency medical
vices, emergency disaster preparedness, fire
ections, and fire prevention through educa-
, in the most cost-effective manner possible.

DGETARY DATA

aries	$3,555,385.
chase of Services	62,278.
enses	136,571.
ital	5,800.
al	$3,760,034.

FY96, the Fire Department employed 70
-time employees.

96 SUMMARY OF INCIDENTS

	171
S	1,411
vice Calls	342
se Calls	507
cellaneous Calls	441
TAL	2,872

cellaneous calls include overpressure rup-
calls, hazardous conditions and good intent
s. In addition, there were numerous Fire
vention and Public Information Calls.

ST OF FIRE AND EMERGENCY EDICAL SERVICES

cost of fire and emergency medical ser-
es provided by the Fire Department aver-
d $128.96 per year, per person or $.35 per
, per person in FY96.

96 HIGHLIGHTS

ne department was pleased to be a recipient
a state grant, Student Awareness of Fire
ducation (SAFE). Firefighter and Safety
ducator Frederick Schortmann dedicated
er 200 hours of time to the program. He
oke to all classes grades K - 5 on fire safety
d the effects of smoking and playing with
noking-related materials. Over 2,000
ildren were educated. In addition,
refighter Schortmann participated in a
riety of health fairs, school fairs and
rades to promote the program.

Success by 6", a program produced by
annel 5 was partially filmed at the fire sta-
n and involved several of our members.
ne program aired on Channel 5 on Monday,
ptember 9th at 8:00PM.

ne department participated in the Youth
mmission's Juvenile Diversion Program by
ving several youths, under firefighter super-
sion, perform tasks around the fire station.

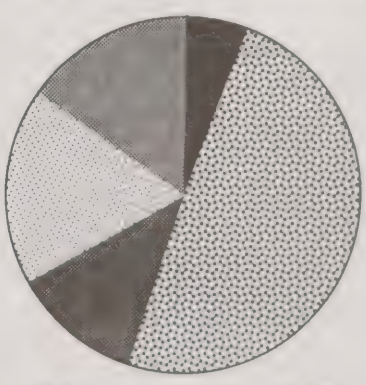
ans are progressing for the combined Fire-
lice Civilian Dispatch Center.

- Two foam trailers and a hazardous materials trailer were placed into operation.
- The department filled 223 details which are necessary for projects such as welding, blasting and large public assemblies.
- The Fire Prevention Bureau issued 940 permits and collected $24,082. in revenue.
- Fifty-two underground tanks were removed under the provisions of MGL, Chapter 148, 527 C.M.R., 9:00.
- The Fire Prevention Bureau continued to inspect for properly placed, working smoke detectors upon the sale or transfer of homes. This year 513 homes were inspected.
- Several firefighters attended classes offered by the Massachusetts Firefighting Academy in Stow. These included classes on Confined Space Rescue, Railroad Emergencies and Structural Firefighting.
- The department worked with the DPW in familiarizing DPW employees in the use of the Scott Self-Contained Breathing Apparatus.
- The Emergency Medical Services (EMS) division responded to 1,411 calls and collected $191,444. in revenue.
- Emergency medical data informational kits are available free of charge to residents of the community.
- Four of our EMT's were honored for over 20 years of service to the Town.
- The department was re-certified in the use of CPR and the semi-automatic defibrillator.
- Our affiliation and participation with the Metro Fire Haz Mat Team continues with Firefighter/EMT Bryan Campbell as our team member.
- The Fire Alarm division collected $61,880. in Master Box subscriptions, $1,850. in commercial sprinkler inspections and $425. in commercial fire alarm inspections.
- Fire alarm personnel made approximately 774 visits to businesses within Town to check on fire protection systems which had a master fire alarm box installed. Approximately 200 trips to businesses were made for the same reason, but did not have the fire alarm box installed.
- The Assistant Superintendent of Fire Alarm continued as President of the New England Chapter of the International Municipal Signal Association.
- Last fall, the department hosted the Metro Fire Communications Van display for several area communities, including the City of Boston.
- Gold's Gym donated weights to the department for the exercise room. Several members of the department have competed successfully in the Firefighter's Combat Challenge, while others have competed in weight lifting competitions. Deputy Fire Chief Charles Rizzo set a world record in the master's division with a bench press of over 3851bs.
- Deputy Fire Chief Charles J. Rizzo was appointed Director of Emergency Management for the Town.
- Department heads were brought together for an Emergency Management training session in what to do in the event of an emergency.
- Emergency Management now has 16 volunteers to assist the Director in the event of an emergency.

FY97 FORECAST

- The Department is looking forward to receiving another Student Awareness of Fire Education (S.A.F.E.) grant to continue the work which was begun last year. This year we hope to educate more children both in and out of the classroom. In addition, we have acquired and developed many teaching aids to use in conjunction with this program.
- An Employee Assistance Program will be instituted by the Town and the department will be hosting the Director, Tom Wolfe, on several occasions so he can meet with employees and explain the program.
- We will be placing a new Ford Expedition into service as our new command vehicle, C-2.
- Both the ladder truck and Engine 1 will have their aerial ladders tested in October.
- Hose and apparatus pumps will be tested in September and October as part of our yearly inventory and safety inspection testing.
- We plan on increasing our level of in-service training to include courses in hazardous materials, the Incident Command System, and a refresher course for EMT's.
- We look forward to upgrading our EMT's to the Intermediate and Paramedic levels. This would increase our level of service to the community, while increasing the revenue brought in to the General Fund.
- The Emergency Management "division" plans on developing written material to educate the public on the role and responsibilities of Emergency Management.
- The Emergency Management "division" will be holding various training programs for its' volunteers.

FY96 SUMMARY OF INCIDENTS



PUBLIC SAFETY

BUILDING DEPARTMENT

Armand LaVigne, Building Inspector; Andrew Brown, Plumbing Inspector; Ernest Hohengasser, Wiring Inspector

permits for additions and uses of properties, both residential and non-residential, conform to the Town of Needham Zoning By-Laws.

The Building Inspector also advises those residents who are not in conformance with the Zoning By-Laws of that fact and sees that the necessary corrections are made.

Number of employees:
Full-time 3
Permanent part-time 3
Part-time 6

BUDGETARY DATA

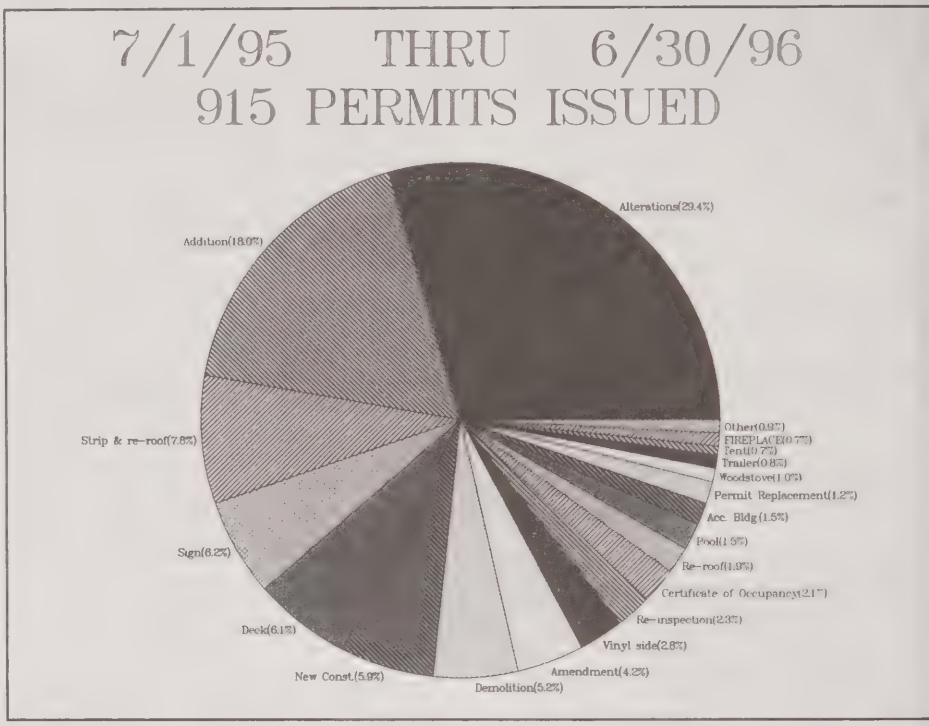
Salaries	$185,616.(
Purchase of Service	$2,260.(
Expenses	$4,847.(
Capital Outlay	$300.(
Total	$193,023.(

This Department issued a total of 2,490 permi and collected $476,667.50 this year in permit fees.

This department is responsible for reviewing applications and plans to construct, alter and demolish any building or structure, for compliance with applicable Zoning By-Laws, Massachusetts State Building Code, Massachusetts State Fuel, Gas and Plumbing Code. Massachusetts State Electrical Code and the Town of Needham Sign By-Law and the enforcement of Massachusetts requirement for Sealer of Weights & Measures.

The Massachusetts State Building code also requires this department to inspect public buildings. There are 14 places of worship, 15 day care sites, several state group homes, 7 nursing home facilities, Deaconess-Glover Hospital, The Charles River Association for Retarded Citizens, 7 public schools, 4 private schools, 982 apartment units and 247 hotel units and approximately 45 other places of assembly that require inspections throughout the year to insure that these structures comply with the Building code for public safety, ingress and egress.

Responding to inquiries about what one is allowed to do at their property has been a major responsibility of the Inspector of Buildings. It is the Inspector who must determine that all



# of permits issued/Fees collected

	1992	1993	1994	1995	1996
Building	744/$247,294.	794/$190,864.	723/$ 399,835.	885/$ 327,479.06	842/$322,322.
Plumbing	677/$ 20,881.	695/$ 16,520.	744/$ 20,880.	652/$ 24,415.	796/$ 24,900.
Gas	249/$ 5,775.	314/$ 5,710.	257/$ 5,945.	287/$ 6,785.	283/$ 7,560.
Wiring	774/$ 42,670.40	756/$ 41,681.	717/$ 44,471	859/$ 55,581.25	926/$ 9,418.75
Signs	63/$ 3,080.	37/$ 2,560.	44/$ 2,210.	79/$ 3,270.	59/$ 2,190.
Swimming Pools	10/$ 400.	6/$ 500.	5/$ 200.	4/$ 175.	14/$ 550.
Weights & Measures				$ 3,423.50	$ 1,691.15
Miscellaneous Fees	$ 2,903.75	$ 6,539.50	$ 3,126.50	$ 4,522.25	$ 3,968.25
Totals	2515/$323,004.15	2602/$284,376.50	2490/$ 476,667.50	2766/$ 425,651.06	2920$ 422,600.15

	1992	1993	1994	1995	1996
New Single Family Dwellings	36	34	34	35	42
New Two Family Dwellings	-	-	-	-	6
New Non-residential Buildings	2	5	2	3	4
Conversion to Two Family	-	-	-	-	-
Add/Alter Existing Residential Buildings	559	561	549	700	611
Add/Alter Existing Non-residential Buildings	122	145	109	113	133
Demolish or Relocate	14	42	29	34	46
Swimming Pools	10	6	5	4	14
Signs	63	37	44	79	59
TOTAL	806	830	772	968	915

Molly Fitzpatrick is getting a view from a backhoe accompanied by DPW Foreman Ken Ames during the Water Department's May 1996 open house. Over 1.2 billion gallons of water are pumped and treated annually by the Department.

JBLIC WORKS DEPARTMENT

'hard P. Merson, Director of Public Works; 'es J. Courchaine, Superintendent Water Sewer Division; John F.Cusick, erintendent Park Division; David F. enwood, Town Engineer; Roger A. Stolte, erintendent Highway Division, Steven ves, Superintendent Garage Division

RPOSE

lic Works includes, in its broadest sense, endeavors related to the planning, igning, construction, operation, maintece and management of the physical facili- necessary or desirable to community life. Needham Public Works Department ren- service to all citizens in the areas of way maintenance and construction, water ply and distribution, sanitary and storm er construction and maintenance, solid te disposal and recycling, traffic control, s maintenance and snow removal. The partment provides its own administration, ineering and equipment maintenance.

DGETARY DATA W GENERAL FUND DIVISIONS

sonal Services	$2,046,228.
chase of Services	1,226,521.
penses	310,610.
ital Expenses	0
w & Ice	447,499.
al	$4,030,858.

nber of Employees
t time - 78
t time - 15

DGETARY DATA TERPRISE FUNDS

	Water Division	Sewer Division
sonal Services	$488,473.	$ 332,547.
chase of Services	225,949.	93,179.
penses	154,230	54,429.
ital Expenses	16,780.	0
ergency Expenses	34,708.	31,940.
t Expenses	242,579.	688,986.
VRA Expenses	120,455.	3,468,741.
al	$1,283,174.	$4,669,822.

FY'96 HIGHLIGHTS

Recycling markets continue to improve. Recycled 30 percent of the solid waste stream.

Shipped 8,171 tons of rubbish to Wheelabrator Millbury {burn to energy plant).

Buried 7,849 tons of material generated by the Town and 25,231 tons of construction & demolition material in the landfill.

Contract ends with PRINS Recycling Facility in Charlestown, MA due to bankruptcy.

Recycled 2,013 tons newspaper and mixed paper, including phonebooks and magazines; 430 tons of commingle, including glass, aluminum and tin cans, milk and juice cartons and #1 and #2 plastic containers, and 165 tons of corrugated cardboard.

Removed 391 tons of metal from the waste stream.

Removed 25 tons of tires from the waste stream.

Goodwill received 134 tons of textiles.

Composted 2,670 tons of yard waste.

12,062 Disposal Area user stickers were purchased.

Reconstructed and resurfaced 1.20 miles of roadway - Morton St. and Central Avenue, from St. Mary St. to Webster St.

Placed 1,300 tons of asphalt for road patch and sidewalk repair. Stonesealed 8.10 miles of roadway & placed 14,000 gallons of crackseal on 31 roadways.

Loam and seed I mile of berm.

Repaired 350 locations due to winter plow damage, including berm & curb.

Provided engineering support & inspection services for Newman School & Central Ave. fields renovation & irrigation; reconstruction of Morton St., Hunnewell St., and Hillside School parking lot; Cedar/Green/Lawton roadways water main replacement; Great Plain Avenue Culvert Drain at Wellesley Town-line, and Great Plain Avenue Sewer Force Main Replacement

Began survey work for engineering design for reconstruction of Bird St., Parish Rd, and Broadmeadow School parking lot.

Provided engineering and coordination for designation of school zone at Newman Elementary School on Central Avenue.

Investigated approximately 25 corner clearance violations.

Loam, seed and sod worn areas of Cricket and DeFazio soccer and lacrosse fields and Memorial Park baseball field.

Completed sod and planting at Carleton Pavilion.

Tree Planting and Arbor Day celebration at Hillside School.

Needham recognized as one of the Tree City USA communities.

Installed post and rail fencing at Walker Gordon, Claxton, Cricket & DeFazio fields.

Newman School & Central Ave. fields are renovated in the first year of the 5 year phase-in program whereby DPW assumes responsibility of public school grounds.

Hydraulically cleaned 45,000 feet & TV camera 8,500 feet of sewer mains.

Rebuilt or repaired 28 sewer manholes and go catch basins.

Cleaned & inspected 576 manholes and 1,786 catch basins.

Responded to 32 sewer connection blockages and 8 sewer main line during daily operations and responded to 24 emergency sewer blockages {after hours}.

Conducted in-depth preliminary study of storm drainage system under EPA Administrative Order.

88 lead water services, from the water main to the house, were replaced 13 hydrants were replaced.

Replaced 5,250 ft. of 8 inch water main on Cedar, Lawton, Green and Morton roadways.

Inspected Birds Hill Water Tank.

Installed 350 second water meters {for outdoor watering).

Several Water and Sewer Division personnel upgraded their water distribution, water treatment and wastewater collection system operation licenses.

HOW THE FUNDS WERE EXPENDED

TOTAL $9,983,854

Administration Division	$196,205
Drains	$167,999
Engineering Division	270,775
Snow & Ice	447,499
Garage/Equipment Division	280,603
Sewer Enterprise	4,669,822
Highway/RTS Division	2,075,957
Water Enterprise	1,283,174
Park Division	591,820

FY'97 FORECAST

Continue to finalize Department of Environmental Protection {DEP) Consent Order for closure of landfill; closing date set for December 31, 1997. Continue to re-design Recycling and Transfer Station to increase safety and user friendliness.

PUBLIC FACILITIES

Complete survey work and engineering design for reconstruction of Noanett Rd, Gary Rd, Lee Rd, Amelia Rd, Hewitt Cir., Elder Rd, Evelyn Rd, Yale Rd, Bower St & Harvard Circle.

Obtain consultants to develop engineering design and provide engineering support for the rehabilitation of Great Plain Ave., from Linden St. to Wellesley Town-line, Wellesley Ave., Harris Ave., Highland Ave., Dedham Ave., Chestnut Street from Marsh Road to Dover Town-line, and Webster St.

Develop engineering study & design for traffic signal update at the intersection of Webster St and Harris Ave; and update the Amtrak train grade crossing/intersection at various locations in Town.

Continue engineer design for reconstruction of Broadmeadow School parking lot.

Finalize program to accept construction and demolition (C&D} waste for the landfill closure contouring.

Renovation of Pollard Middle School fields & Greene's Field Playground area as the second year of 5 year phase-in program whereby DPW assumes responsibility of public school grounds.

Finalize compliance of DEP and lead and copper rules.

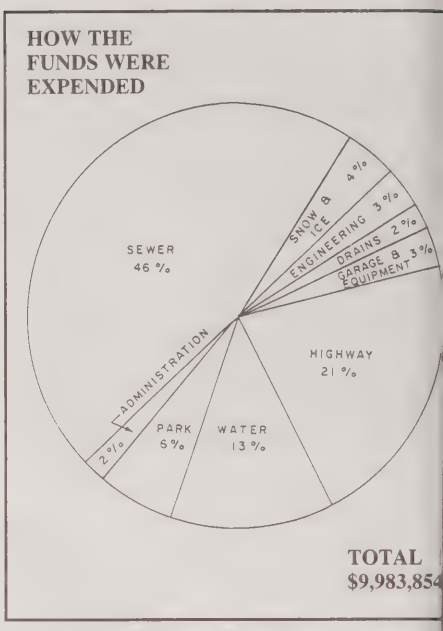
Finalize design plans and begin construction of water treatment plant.

Complete construction of sewer main rehabilitation in Washington Ave. area.

Begin engineering design for sewer main rehabilitation in High Rock St. area.

Develop comprehensive Water & Sewer Master Plan.

Apply to DEP for abandonment of water wells at Dedham Avenue.



BOARD OF HEALTH

Saul Adams, A. Raymond Taurasi, Frederic Cantor, Director, not pictured Edward Cosgrove

BOARD OF HEALTH

Elected by the citizens of Needham, the Board of Health is empowered by the Massachusetts General Laws to enforce state and local public health and environmental regulations. The mission of the Board of Health is to preserve, protect and improve the public health and social well-being of the citizens of Needham by promoting health and preventing disease and environmental pollution.

BUDGETARY DATA

Salary	$189,170	Number of Employees
Expense	6,906	Full-time 4
Total	$231,240	Part-time 3

MENTAL HEALTH/MENTAL RETARDATION/EMERGENCY SHELTER

Mental Health Agencies	$43,741
Charles River Industries	9,700
Total	$53,441

RECEIPTS

Clinics	4,722
Nutritional/Misc	135
Permits	20,298
Traveling Meals	$35,292
TOTAL RECEIPTS	$61,664

HEALTH CARE SERVICES

Public Health Nursing

The public health nurses continue to offer health promotion, counseling, screenings, and immunizations, and investigate communicable diseases reported in the community. They coordinate the Federal Fuel Assistance, the Good Neighbor Programs, the Salvation Army Local Unit and FEMA. The Public Health Nurses license and conduct health and safety evaluations of the nursery schools, day care programs, after-school programs, summer camps and tanning parlors within the town. The nurses have also been charged with administering the food stamp program for the elderly and the disabled in the Town.

The following communicable disease statistics represent those reported during the last three years, along with some of the screening programs and activities that the nurses performed during the year:

Communicable Disease

	FY94	FY95	FY96
Amebiasis	3	0	0
Campylobacteria	7	8	5
Chicken Pox	34	59	30
E-Coli	0	0	1
Giardiasis	2	6	9
Hepatitis B	1	0	4
Hepatitis C	0	0	
Listeria	0	0	
Lyme Disease	0	2	
Meningitis	1	2	
Pertussis	4	11	
Rabies (animals)	0	0	
Salmonellosis	8	9	
Shigellosis	2	5	
Tuberculosis	1	2	

Animal Bites

Cats	11	17	
Dogs	24	27	
Other	1	1	

Screening Programs

Colo-Rectal Cancer	63	77	
Employee Office Visits	432	496	3
Glaucoma	90	64	
Hearing	544	428	1
Hemoglobin	17	9	
Mantoux Testing	249	211	3
Pb (lead) Blood Test	15	4	
Pediculosis (new)	N/A	433	
Postural Screening	182	162	2
Skin Cancer Screening	108	113	1
Vision	577	352	1
Wellness Office Visits	1875	1860	17
Health Consults	1216	1683	Telephone 15
WIG (Women/Infants/Children) Sessions:	9	20	
Families:	62	60	
Wellness Clinic —Visits (new)		235	

Immunizations

Influenza	2700	2500	27
Other Immunizations	21	22	
Vaccine Distribution: Doses		17,427	

ensed Facilities

Camps	2	3	4
r School Day-Care	3	3	3
Care Facilities	13	13	13
otal Enrollment-	928	928	1088
ealth Evaluations	56	54	96
ning Parlors	2	3	4
spections			14

istance Programs

rdinate Local ssistance (families)	87	83	91
eral Energy ssistance (families)	164	157	147
lth Guidance ome Visits	56	54	96
ation Army- ood Neighbor (families)	15	17	26

NTAL HEALTH

Town of Needham supports funding to erside Community Care for Substance se/Mental Health services at the Needham dance Clinic and for Adolescent Shelter, ily/Crisis Stabilization, Health Clinic and stance Abuse Services at the Multi Service ter in Newton.

its Hillside Avenue site, the Needham dance Clinic provided Needham residents 1370 hours of direct service in FY96. y Needham residents are also serviced at erside's Newton Facilities. Services ude: mental health and substance abuse ser- s for children, families and adults including t and longer term therapy, home based s services, psychiatric/medication consul- ns, psychological testing, and consultation ea schools.

ti Service Center provided Needham ado- ents with 235 bed nights of shelter during 96 along with 179 counseling hours to ado- ents and their families. The Town's ling for these services was expended by Jan 5, requiring the use of altemate shelter ngements for troubled teens.

NTAL RETARDATION/ VELOPMENTAL DISABILITIES:

Charles River Association for Retarded zens, Inc. provides the following ices for people with retardation and/or elopmental disabilities and their families he Town of Needham and many sur- ding towns:

creational
cational—Charles Rivers Industries (CRI)
sidential—Community Living Program (CLP)
vocacy

following services are provided by Charles r Industries:

mpetitive Job Placement / Supported rk/Day Activity
nior Choice Program—a work/recreational gram
wn Busters—a Lawn Care service
• Clean Sweep—a moving in/out House Cleaning service

For a complete Annual Report contact: Charles River ARC, P.O.Box 169, Needham, MA 02192 (617) 444-4347

PUBLIC HEALTH NUTRITION

An eight week series of weight management and behavior modification classes with an additional eight week maintenance program is offered during the year. Participants learn how to budget fat, eat healthier meals, increase daily activity and include favorite foods that will result in permanent weight loss. Individual nutritional counseling for management of diabetes, hypertension, high blood cholesterol and weight loss is provided at the office of the Board of Health. All programs are provided on a fee-for-service basis.

Nutrition Education Programs

Behavior Modification/ Weight Control Classes Participants	32	32	0
Senior Keep Well Clinic	3	2	4
Participants	15	12	29
Nutrition Education Presentations	4	8	6

Patient Conferences - Nutritional Counseling

Office Visit (fee-for-service)	83	120	112
Telephone nutritional consults	160	110	89

Traveling Meals Program

Now in its twenty-fifth year, this program is overseen by the Nutritionist. are delivered to homebound clients by over one hundred community volunteers.

	FY94	FY95	FY96
Number of meals delivered	9,667	10,091	9,455
Number of client home visits	198	174	181
New Recipients	94	100	106
Average Daily recipients	37	45	50
Weekend Deliveries	123	230	418
Average weekend recipients	2	4	12
Total volunteer hours	2,796	2,798	2,995

ENVIRONMENTAL HEALTH

Environmental health activities are determined by public demand, legal mandate, complaints, licensure, permit requirements, inquiries, and regulatory enforcement of Board of Health, State Sanitary Code, Department of Environmental Protection, Right-to-Know, and other State and federal regulations. Below is a listing of environmental health field inspections and telephone and office consultations performed by the Board of Health environmental health agent in FY96. Additional accomplishments include: four food safety seminars offered free to Needham restaurants, development of the Safe Table Award Program, and a Food Safety Manual to support training initiatives. Three humans and two pets were exposed to two rabid bats.

	FY94	FY95	FY96
Camp field inspections	2	2	2
Carbonated beverage inspections/consults	4	4	4
Chapter 21E-Environmental consults	52	13	18
Food services-initial and follow-up inspections, consults, and plan review	541	496	355
Chapter II housing inspections/consults	48	96	65
General nuisance inspections/consults	78	143	95
Rabies Clinics-	5	3	3
Demolition Release inspections/consults	52	19	44
Sewage and Sewerage inspections/consults	246	198	207
Subdivision field inspections/consults	22	18	8
Swimming pool inspections/ consult	26	23	28

Licenses & Permit:	FY94	FY95	FY96
Animal Permits	8	8	5
Bottling Plant Licenses	1	1	1
Burial Permits	358	267	295
Funeral Directors Licenses	4	4	4
Food Establishment Licenses	90	90	89
Food Establishment Licenses-Temporary	8	6	5
Food Service Plan Review	3	5	7
Massage Licenses	4	3	5
Semi-Public/Public Swimming Pool Permits	6	6	5
Septic Haulers Permits	8	8	5
Subsurface Sewage Installation Permits	5	5	10
Tobacco Permits	n/a	22	22

Tobacco Control Program

The Needham Board of Health, serving as the lead agency in a tobacco control coalition for the Boards of Health of Dover, Medfield, Needham and Westwood, received a $72,250 award from the Massachusetts Department of Public Health for a four-town tobacco control program. The Program is supported by the Health Protection Fund established upon passage of voter referendum Question '1 (Tobacco Excise Tax) in November, 1992. On September 19, 1995, the Board of Health approved an ammendment its Regulation Affecting Smoking and the Sale and Distribution of Tobacco in Needham which required restaurants be made smoke-free by April 12, 1996.

Key elements of the Tobacco Control Program include:

• Tobacco use education and prevention
• Development and enforcement of regulations and laws governing smoking and the prohibition of the sale of tobacco to minors

HUMAN SERVICES

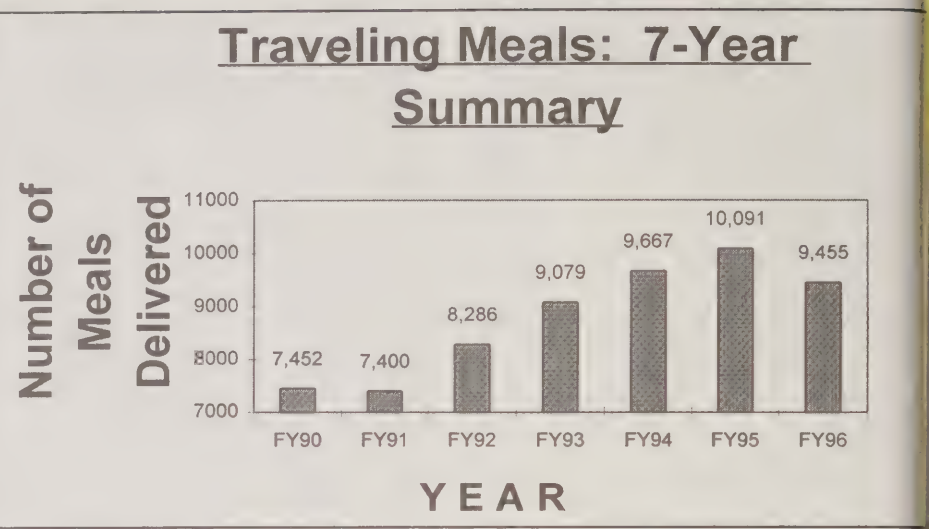
- Development and enforcement of worksite smoking policies
- Smoking cessation program referrals
- Tobacco vendor permits issued- 22

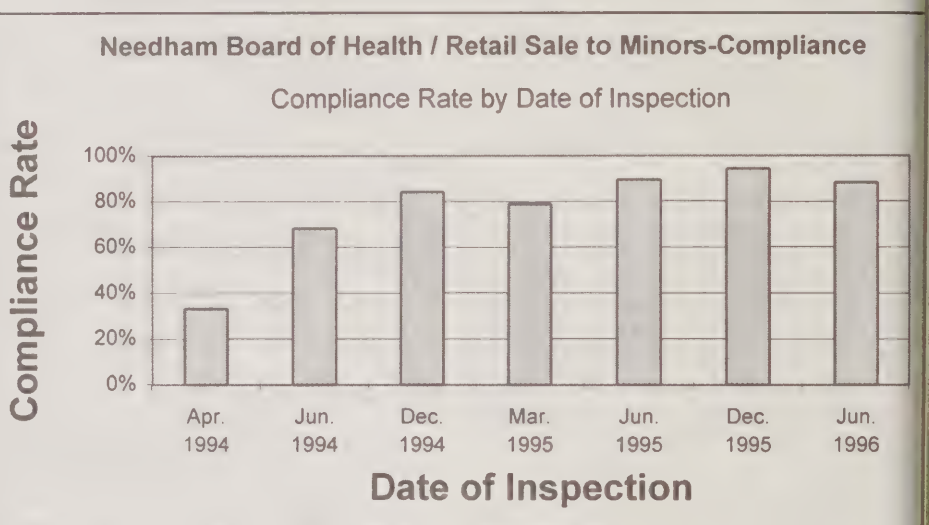
FY96 Highlights

For FY96 the Board of Health reports the following highlights: 1) The Board passed a regulation requiring that restaurants in Needham be smoke-free; 2) 2700 persons participated in the flu immunizations clinics and over 1,500 Needham residents participated in a Board of Health screening program; 3) Sale of cigarettes to minors by retail stores has been reduced significantly; 4) More than 3,500 persons visited or consulted the Board of Health for wellness and blood pressure checks, or health information; 5) The Traveling Meals Program delivered over 9,445 meals in FY96; and 6) Food safety seminars offered for all food service establishments.

FY97 Forecasts

1) New environmental regulations and decreasing support from federal and state resources will require the board to sustain and increase its environmental oversight and training capabilities. 2) Emergent and reemergent infectious diseases, such as; rabies, tuberculosis, E. coli 0157-H7, and hanta virus, and the potential for outbreaks, reaffirm the need for strong oversight by the Board of Health and prompt investigation of all disease reports. 3) Traveling Meals Program participation will continue to increase in response to changes in the health care delivery system and an aging population. 4) The board will increasingly be called upon to address compiex and technical health and human service issues.





DEPARTMENT OF VETERAN'S SERVICES

John J. Logan, Jr., Director

PURPOSE

- To carry out functions assigned to this office by chapter 115 of the General Laws of Massachusetts, for the towns of Needham and Dover.
- To keep a depository of discharges and records of veterans.
- To oversee the disbursements of veterans benefits to veterans and their families.
- To see that every veteran's grave is sutiably kept and cared for.
- To see that any veteran or adult dependent who dies without sufficient means is interred properly.
- To see that the flag of the united states is placed on every veteran's grave on every Memorial Day, at St. Mary's and Needham cemeteries.
- To help veterans' families get burial benefits and headstone markers for deceased veterans.
- To assist veterans and their families fill out V.A. Forms to acquire pensions, insurance and other benefits to which they are entitled.

FY 96 HIGHLIGHTS

The Memorial Day and Veterans Day parade

The decorating of 1500 veterans' graves wi the flag of the United States for Memorial Da

The honoring of the 48 WWII veterans fro Needham who were killed in action by flyi the flag on the town common in their honor.

FY 97 PROJECTIONS

To extend the policy of flying the flag on t town common for the veterans from Needha who were killed in Korea and Viet Nam.

BUDGETARY DATA

Salaries	36,72
Expenses	3,20
Veterans benefits	30,50
Total	70,42

OUR TOWN

SITUATION
About 10 miles southwest of Boston
Geodetic position of Town Hall:
Latitude 42° 16' 51.567" North
Longitude 71 ° 14' 13.048" West

COUNTY
NORFOLK

POPULATION
28,384 (1994 Annual Town Census)

AREA
Approximately 12.75 square miles

ELEVATION
85 feet above sea level at Rosemary Meadows, 180 feet at Needham Square, 300 feet at Birds Hill.

ASSESSED VALUATION

Total Residential	2,547,952,620
Total Commercial	302,914,470
Total Industrial	129,456,100
Personal Property	53,472,092

TAX RATE
For the period from 7/1/96 - 6/30/97
$12.92 - Residential; $21.43 - Commercial

TAX BILLS
Tax bills are paid quarterly. Payments are due on August 1, November 1, February 1, and May 1. If unpaid by due date, interest will be added according to law from the date due to the date payment is made. *Motor Vehicle Excise is due thirty days from date of issuance.* Water Bills are issued quarterly and are due thirty days from date of issuance.

TOWN HALL
Built in 1902.

TOWN MEETING
Representative Town Meeting
Meets First Monday in May

TOWN CLERK
Office open evenings - 2nd & 4th Tuesdays except July and August - 3rd Tuesday 7:30 PM - 9:00 PM

ABSENTEE VOTING
All elections

NOTARY PUBLIC/Justice of the Peace
Town Clerk's Office

QUALIFICATIONS FOR REGISTRATION AS VOTERS
Must be 18 years of ageand a United States Citizen. Registration at Town Clerk's Office, Monday through Friday, 8:30am - 5:00pm and second and fourth Tuesday evenings 7:30-9:00pm. Special evening registrations of Registrars held proceeding elections.

DOG LICENSES
All licenses expire December 31.
A dog should be licensed when 6 months old.
Proof of rabies vacination is required
Fee: Neutered Dogs $10.00
Unneutered Dogs $15.00

RABIES IMMUNIZATIONS
All dogs and cats must be vaccinated for rabies.

SENATORS IN CONGRESS
Edward Kennedy (617) 565-3170
John Kerry (617) 565-8519

REPRESENTATIVE IN CONGRESS
John J. Moakley (617) 565-3170
Ninth Congressional District

STATE SENATOR
Cheryl Jacques (617) 722-1555

REPRESENTATIVE IN GENERAL COURT
Lida E. Harkins (617) 722-2263

TOWN OFFICES

FIRE DEPARTMENT
88 Chestnut Street
Emergency: 911
PHONE: 455-7580
FAX: 444-2174
HOURS: 24 hours a day

POLICE DEPARTMENT
99 School Street
Emergency: 911
PHONE: 455-7570
FAX: 444-3460
TDD-TTY: 444-5434
HOURS: 24 hours a day

PUBLIC LIBRARY
1139 Highland Avenue
PHONE: 455-7559
FAX: 455-7591
HOURS: M-TH 10am-9pm
F 9am-5:30pm
SAT 9am-5pm
SUN 1-5pm

PUBLIC WORKS
470 Dedham Avenue
PHONE: 455-7534
FAX: 449-9023
HOURS: Mon-Fri 8:30am-5:00pm

SENIOR CENTER
83 Pickering Street
PHONE: 455-7555
FAX: 455-7599
HOURS: Mon-Fri 9am-4pm

TOWN HALL
1471 Highland Avenue
PHONE: 455-7500
FAX: 449-4569
TTD: 455-7558
HOURS: Mon-Fri 8:30am-5pm

TOWN CLERK EVENINGS
2nd and 4th Tues. 7:30-9pm

SCHOOL ADMINISTRATION
1330 Highland Avenue
PHONE: 455-0400
FAX: 455-0417
TTY: 455-0424
HOURS: Mon-Fri 7:45am-4pm

Needham High School
609 Webster Street
Pollard Middle School
200 Harris Avenue
Broadmeadow School
120 Broadmeadow Road
Eliot School
135 Wellesley Avenue
Hillside School
28 Glen Gary Road
Mitchell School
187 Brookline Street
Newman School
1155 Central Avenue

EMERGENCY 911

POLICE 911
POLICE TTY.....444-5434

FIRE/AMBULANCE 911
HOSPITAL.....444-5600

Gas Leak.....1-800-572-9337
Street Light Outages.....262-4700
Abused Woman Hotline.....471-1234
Poison Center Hotline.....232-2120
Suicide Prevention Hotline 247-0220

Power Outages.....262-4700
Tree Limbs on Wires.....262-4700
Child Abuse Hotline 843-7010
Rape Hotline 326-1111
Sewer Line Backups.....See Yellow pages

BOARD MEETINGS

Board of Health	3rd Tuesday or Thursday	5:30 PM	Senior Center
Board of Selectmen	2nd and 4th Tuesdays	6:45 PM	Town Hall
Council on Aging	1st Thursdays	7:30 PM	Senior Center
Library Trustees	2nd Tuesdays	7:30 PM	Library
Park and Recreation	2nd and 4th Wednesdays	7:00 PM	Town Hall
Planning Board	1st and 3rd Tuesdays	7:30 PM	Town Hall
School Committee	1st and 3rd Tuesdays	7:30 PM	Newman School

CHOOL CLOSINGS

hen weather conditions cause schools to be osed or to delay their openings, PLEASE DO OT CALL THE SCHOOL DEPARTMENT, OLICE DEPARTMENT, OR FIRE EPARTMENT. Announcements are made on ***able Channel 13, local television stations, and cal radio stations.***

SSESSORS 455-7507

own Hall, Main Floor

Exemption Applications
Motor Vehicle Excise Questions
Property Assessments
Tax Rate Information

OARD OF HEALTH 455-7523

own Hall, Second Floor

Communicable Disease Info/Surveillance
Day Care Center (more than 6 children)
Licenses and Health Evaluations
Domestic Animal Permit
Environmental Health Concerns
Food Establishment Permits/Complaints
Food Sanitation Training Programs
Fuel Assistance Program
Health Screening: *Blood Pressure, TB, Lead, Glaucoma, Skin and Colo-rectal Cancer*
Home Visits: Health Counseling by Nutritionist and Nurse
Housing: Requirements for Safe and Sanitary Housing
Immunizations
Influenza Clinics
Lead Paint Determinations
Maternal and Child Health Services
Mental Health Services/Referrals
Nuisance and Sanitation Complaints
Nutrition Consultations
Rabies Vaccination Clinics: dogs and cats
Subsurface Sewage Disposal: Permits and Information on Location
Tobacco Control Program
Traveling Meals Program
Vaccine Depot
Water: Testing for lead/copper

UILDING DEPARTMENT 55-7542

70 Dedham Avenue

Building Permits
Building Information
Demolition Permits
Gas Permits
Occupancy Permits for Business
Plumbing Permits
Relocating Structure Permits
Roofing Permit
Sealer of Weights and Measures
Sign Permits
Swimming Pool Permits
Tent Permits
Vinyl Siding Permits
Second Water Meters (outside metering)
Wiring Permits
Woodstove Permits
Zoning By-Law Enforcement/Questions

COMMISSION ON DISABILITIES 455-7512

American Disabilities Act Coordinator

CONSERVATION COMMISSION 455-7589

470 Dedham Avenue

Wetlands Information

COUNCIL ON AGING 455-7555

83 Pickering Street

Friends of Needham Elderly
Newsletter: The RIDE Transportation
Saturday DIAL-A-RIDE Service
Senior COMPASS
Senior Center
Senior Crisis Intervention
Senior Health Benefits (SHINE)
Senior Information/Referral
Senior Lunch Program
Senior Tax Return Assistance
Senior Transportation
Social Security Information/Referral
Stephen Palmer Senior Center
Sunday Program
T Passes for Seniors

EMERGENCY MANAGEMENT SERVICES 455-7580

EMERGENCY MEDICAL SERVICES 911

FIRE DEPARTMENT 911

88 Chestnut Street

Emergency Medical Services 911
Non Emergency 444-0142 or 455-7580
Burning Permits (1/5 - 5/1)
Fire Prevention
Fire Inspection - Smoke Detectors
Sprinkler Installation
Underground Fuel Tank Permits

HOUSING AUTHORITY 444-3011

28 Captain Robert Cook Drive

LIBRARY 455-7559

1139 Highland Avenue

Childrens Department 455-7560
Reference Department 455-7562
Assistive Equipment for Physically Challenged People
Books
Book Discussion Series
Books-on-Tape
Business Room
Cassettes, CDs, Records
CD-ROM Products
Community Room
Community Information and Referral Database
Dial-Up Access
Exhibits
Friends of Needham Public Library
Friends' Book Sales
Genealogy and Local History
Guest Lecturers
Handicapped Accessible
Information and Reference Services
Inter-Library Loan
Internet Connection
Language Tapes
Large Print Books
Magazines and Newspapers
Minuteman Library Network Member
On-Line Catalog Instruction
Photocopy Machine
Puzzles
Story Hours/Children's Programs
Talking Books for Blind/Physically Challenged
Tax Forms
Town Archives
Videocassettes

PARK AND RECREATION 455-7521

Town Hall, Second Floor

Recorded Information 444-7212
Arts in the Parks/Children's Theatre
Field/Park Administration
Field/Playground Permits
Mountain Biking Information
Outdoor Skating Information
Parent Guide to Children's Resources
Playground Areas
Program Information/Registration
Rosemary Pool Passes
Seasonal Employment/Volunteer Opportunities
Sports Kit Rental
Sports Organization Information
Tennis Court Passes
Trail Maps
Walking Information

PARKING CLERK 455-7532

Parking Ticket Hearings are held on:
Tuesdays: 4:30 PM - 6:30 PM
Fridays: 8:00 - 10:00 AM

PERSONNEL 455-7530

Town Hall, Second Floor

Civil Service Exam Information
Town Employment Opportunities

PLANNING BOARD 455-7526

Town Hall, Second Floor

- Flood Maps
- Planning Board Meeting Agendas
- Site Plan Permits
- Subdivision Plans
- Zoning By-Law Information
- Zoning Map Information

POLICE DEPARTMENT 911

99 School Street

- **Non Emergency 455-7570**
- **Animal Control 444-1212**
- Bicycle Registration
- Firearm Permits
- Town Emergencies (non business hours)
- School Safety Questions

PUBLIC WORKS DEPARTMENT 455-7534

470 Dedham Avenue

- **Emergency (non office hours) 455-7570**
- Field/Park Maintenance
- Garbage Collection Information
- Landfill/Recycling
- Parking Regulations
- Pothole Repairs
- Public Tree Maintenance
- Second Water Meters (outside metering)
- Sewer Connections
- Sewer Main Blockages
- Snow Removal Regulations
- Street/Sidewalk Resurfacing Information
- Transfer Station
- Water Connections
- Water Leaks
- Water Main Replacement

RIDGE HILL RESERVATION 449-4923

463 Charles River Street

- Facility Rental Information
- Fit Trail and other trails
- Picnic Areas
- Rangers

SCHOOL ADMINISTRATION 455-0400

1330 Highland Avenue

- Adult and Continuing Education
- Art: K-12
- Athletics
- Community Classroom Program
- Computers: K-12
- Elementary After School Foreign Language Program
- Elementary Interactive Spanish Pilot Program
- English as a Second Language
- Kindergarten After School Enrichment
- Literary Publications
- METCO
- Minuteman Regional Vocational Technical High School 861-6500
- Music: K-12
- Physical Education: K-12
- Remedial Reading
- Science Center
- Special Education: Preschool-12
- Student Exchange Programs
- Summer School

SELECTMEN'S OFFICE TOWN ADMINISTRATOR 455-7512

Town Hall, Main Floor

- **Town Wide Information 455-7500**
- Alcoholic Liquor License
- Appointments to Boards/Committees
- Automatic Amusement Device License
- Bowling Alley/Billiards/Pool License
- Class I - Dealer License
- Class II - Used Cars License
- Common Victualler License
- Entertainment License
- Second-hand License
- Selectmen's Meeting Agendas
- Utilities Hearings

TOWN CLERK 455-7510

Town Hall, Main Floor

- Absentee Ballots
- Appointed Committee Members Listing
- Birth Certificates
- Business Certificates
- Census Information/Jury List
- Certification of Petitions
- Death Certificates
- Dog Licenses
- Elected Officials Current Listing
- Fishing and Hunting Licenses
- Justice of the Peace
- Marriage Licenses
- MA Income Tax Forms
- Nomination Papers
- Notary Public
- Raffle Permits
- Residential Street Listing
- Sale of Zoning By-Laws
- Sale of Design Guidelines
- Voter Registration

TREASURER/TAX COLLECTOR 455-7504

Town Hall, Main Floor

- Ambulance Bill Payments
- Betterments
- Garbage Collection Registration/Payments
- Landfill/Disposal Area Stickers
- Motor Vehicle Excise Tax Payments
- Municipal Lien Certificates
- Parking Ticket Payments
- Real Estate Information/Payments
- Water/Sewer Bill Payments

VETERANS SERVICES 455-7532

Town Hall, Second Floor

- All Veteran Benefits
- Discharge Papers Recorded
- Flags and Holders for Graves
- Headstones and Grave Markers
- Veterans Assistance

YOUTH COMMISSION 455-7518

Town Hall, Lower Level

- Alcohol/Drug Information and Referral
- Alcohol/Drug Assessment and Education
- Community Service Restitution/Diversion Program
- Counseling: Individual Group and Family
- Parenting Education and Information
- Peer Tutoring Program
- Students Against Destructive Decisions
- Violence Prevention Trainings
- Youth Employment: Residential and Business
- Workshops on Adolescent and Family Issue

PRECINCT VOTER LOCATIONS

A map is available at the Town Clerk's Office.

PRECINCT	LOCATION OF POLLS
A	Hillside School 28 Glen Gary Road
B	Hillside School 28 Glen Gary Road
C	Newman School 1155 Central Avenue
D	High Rock School 77 Ferndale Road
E	Pollard Middle School 200 Harris Avenue
F	Stephen Palmer Senior Cente 83 Pickering Street
G	Broadmeadow School 120 Broadmeadow Road
H	Broadmeadow School 120 Broadmeadow Road
I	Mitchell School 187 Brookline Street
J	Mitchell School 187 Brookline Street

NEEDHAM YOUTH COMMISSION

David McGuire, Colleen Schaller, Jon Mattleman, Director. Not pictured; Tom Lambert, Barbara Popper, Charlotte Sidell, Chairman

PURPOSE

Founded in 1967, the Youth Commission's mandate is to identify and address the mental health needs of Needham youth and their families. In an era where such needs are growing both in quantity and complexity, the Youth Commission has worked diligently to construct meaningful services designed to meet the changing needs of our young people. While the Youth Commission's services are reaching more people and having a greater impact, state and federal mental health supports continue to vanish; thus the Youth Commission is emerging as the critical mental health resource for Needham youth and families.

BUDGETARY DATA

Salaries	$115,066
Expenses	$4,790
Capital Outlay	$0
Number of employees:	
full-time, 2 part-time, 2 interns	

FISCAL YEAR 96 HIGHLIGHTS

The Needham Youth Commission currently operates as a mental health resource offering confidential clinical and programmatic services. The Youth Commission's philosophy of providing support to all segments of the young population of Needham has resulted in a wide array of programming. In the past year the following services were offered:

COUNSELING

As our culture has placed heavy demands upon young people and their families, the Youth Commission has identified an increased need for clinical support services. The Masters level clinicions on the staff are skilled at working with youth and their families who experience difficulties with issues such as family discord, loss, drugs, alcohol, stress, and other mental health concerns. Who uses our counseling services? They are neighbors, cousins, children, and friends; they are people with no health insurance or expired health insurance; they are people who are grappling with either a short or long-term problem; and mostly, they are people who have the hope and determination that life can bring greater satisfaction and reward. In the past year 1,165 hours of counseling hours were provided as follows:

Individual/Family One-to-one and family clinical services are available to youth and their families.

Group Group counseling has proven to be a practical and effective avenue of programming and allows the staff the opportunity to interact with greater numbers of people. This intervention offers a unique opportunity for young people to both learn about issues which affect their peers, and to receive feedback from their peers regarding issues such as: Divorce, Stress, Self-Esteem, Abuse, Depression, Social Skills, Loss, Drugs/Alcohol, and Violence/Anger.

Perhaps the most frightening areas of concern are that young people are encountering more and more complex issues, and at a younger age. It is not unusual to work with on elementary age youth whose parents have been divorced for several years; a middle school student coping with parental alcohol use, or a high school student with a serious drug problem. A breakdown of the ages and gender the Youth Commission serves (by percentage) is as follows:

age	male	female
Under 12	32%	11%
12-14	20%	10%
15 - 17	12%	8%
Over 18	2%	5%

In addition to group work, the Youth Commission developed an innovative two-session workshop for larger groups focusing on the areas of "Anger and Violence." Over the past year interactive presentations were made to youth, and the following areas were highlighted: 1) Identifying anger as normal; 2) Understanding how anger/violence is represented in our culture and the media; and 3) Developing new strategies for addressing anger within oneself and with others.

EMPLOYMENT PROGRAM

The Employment program continues to provide exciting employment opportunities to hundreds of young people, assisting them in enhancing both their sense of responsibility and their financial awareness: as well as supporting residents in need of around-the-home support in the form of babysitting, yard-work, and snow removal. Over the past year a total of 871 inquiries were recorded.

RESTITUTION/DIVERSION

In conjunction with the Needham Police Department and the Dedham District Court, the Youth Commission continues to offer those who have committed minor violations of the law the opportunity to participate in community service work in lieu of further court action. The Youth Commission's role is to work with offenders and their families to identify the motivations for their behavior, to provide clinical support as required, and to oversee the placement and completion of community service hours. In the past year participating youth have completed their community service assignments at sites such as the Needham Public Library, Needham Police Department, Needham Fire Department, Town Hall, andCouncil on Aging.

Presented below is a statistical overview of the program:

Total Referrals:	30
Age Range:	12- 23
Hours Completed (total):	1,248

PEER TUTORING PROGRAM: The Youth Commission' s Peer Tutoring Program represents a progressive youth-to-youth collaboration. This program matches high school students with middle and elementary school students in need of academic or organizational/study skills assistance. The Youth Commission's role consists of outreach to potential users, training of the high school volunteers, monitoring weekly tutoring sessions, providing support if problems occur, and facilitating communication between volunteers and user families. Over the past year, Peer Tutor Program volunteers have provided 450 hours of support to younger students.

STUDENTS AGAINST DESTRUCTIVE DECISIONS: The S.A.D.D. Program is currently evolving into Students Against Destructive Decisions, and is poised to unveil a new approach and a wider range of information. Over the past year the SADD Program addressed several defining issues, including whether to shift itsfocus beyond the narrow scope of drinking and driving, to include other "risks" youth face. As sponsors of the Needham SADD Program, the Youth Commission works with up to forty high school student volunteers designing strategies for delivering the message of the danger of substances, and will continue to bring critical substance use issues to the attention of students and the larger community.

SUBSTANCE ABUSE AWARENESS PROGRAM

The Youth Commission provides a structured 15-hour Substance Abuse Awareness Program for youth. This service provides an assessment of current substance use, intervention, education for youth and their families, and counseling services to support chemical free-lifestyles.

All participants and their parents must attend an Alcoholic Anonymous (AA) or Narcotics Anonymous (NA) meeting as this assists in transmitting the message that drugs and alcohol can impact any person without regard to age, gender, or status. In the past year, 180 hours were devoted to young people via the Substance Abuse Awareness Program.

PROJECT RAP

In FY 96 the Youth Commission initiated a new summer group program eutitled "PROJECT RAP." Aimed at middle school students, this five week model held two hour group meetings on Mondays, and on Tuesdays held all-day field outings related to the topic of the previous day. Participants addressed issues such as drugs, alcohol, self esteem, peer pressure, stress, and cooperation. This program was funded exclusively by contributions from the Friends of Needham Youth and the Exchange Club of Needham.

GRADUATE AND UNDERGRADUATE INTERNSHIP PROGRAM

In FY 96, the Youth Commission developed a graduate and undergraduate level intemship program welcoming two interns to the deparlrnent; A clinical intern from the Boston College Counseling Psychology Graduate School provided individual, family, and group counseling services and extensive work on the Substance Abuse Awareness Program; and an undergraduate intem, from the Human Services

HUMAN SERVICES

Department at Lesley College, focused on the Peer Tutor Program and the Employment Program. Together, interns provided up to **32 hours of free weekly service** to the Needham community.

SPECIAL SERVICES

Over the course of the past year the following special services were offered:

Babysitting Training Course

This six hour training course addressed critical safety issues as well as basic logistics of babysitting. In FY 96 fifty hours were devoted to training youth to provide quality child care services.

Community Presentations

The Youth Commission staff regularly presents to community groups regarding youth and family issues. In FY 96, presentations were made to the Rotary Club, Exchange Club of Needham, Friends of Needham Youth, Needham Mental Health/Mental Retardation Coalition, and School PTC's.

Ask the Youth Commission

Beginning in FY 1996, the Youth Commission established a column in the Needham Times entitled "Ask the Youth Commission." Every other week the letters from residents regarding issues such as parenting, alcohol, and other mental health related issues are answered.

Internet Web Site

The Youth Commission has established a Internet Web Page as part of the Town of Needham Web Site. Listed are summaries of clinical and programmatic services, as well as announcements of new offerings. The Internet address is http://www.needhamonline.com/youth commission.

Needham Youth Card

The Youth Commission created a plastic wallet-sized card with emergency telephone numbers as well as 24-hour hotline telephone numbers. Funded by the Tolman Trust, 2,500 cards were distributed in the past year.

COMMUNITY PARTNERSHIP/LIAISON

The highlight of FY 96 was the Youth Commission's selection as recipient of the Fleet Bank Community All-Star Award. This recognition is presented to an organization which has made a significant contribution to the Needham community. The Youth Commission devotes considerable time to assisting youth-related groups advance their message and impact. In the past year the Youth Commission participated and cooperated with groups such as:

- Needham Public Schools
- Massachusetts Assoc. of Municipal Administrators of Youth and Family Services
- Needham Comprehensive Health Advisory Committee
- Community Center Study Committee
- Needham Clergy Association
- Needham Inter-Agency Committee
- Community Health Network Area
- Needham Business Association
- Town of Needham departments: Parks and Recreation, Council on Aging, Board of Health

FISCAL YEAR 1997

The coming year holds enormous promise ar challenge for the Youth Commission:

- The Youth Commission will welcom Colleen Schaller as Chair and Debora Winnick as Vice-Chair of the Board Directors; They will be joined by returnir members Tom Lambert, David McGuir Barbara Popper, and Char Sidell. Stude Advisors for FY 97: Brian Heneghan ar Sarah Hughes.
- Project Rap will enter its second year of ope ation. New changes to this exciting summ program will include a community servi day helping Seniors at the Council on Agin and collecting trash at various sites arou Needham. This program will be fully funde by contributions from the Exchange Club Needham and Westwood Lodge Hospital. new group initiative is slated for FY 97 ent tled "Raising Our Voices." This format wi work with teenage girls on issues such as se esteem; confidence; and mental, physica emotional, and spiritual health.
- In collaboration with the Needham Publ Schools, the Youth Commission will be pr senting four workshops on the followir topics: Gay, Lesbian, and Bisexual Yout Drags, Alcohol, and Suicide; Firesetting ar Violence; and Group Work with Students.
- The Youth Commission's Intemship Program collaboration with Boston College and Lesl College continues to expand. Interns for FY 9 are expected to deliver up to 35 hours of fr weekly service to the Needham community.
- Babysitter Training requests have skyroc eted, and four new trainings are expected FY 1997.

COUNCIL ON AGING

Roma Jean Brown, Chairman William T. Burke, Elizabeth Casey, Morris Dettman, Trudi J. Farnham, Helen Hicks, Eleanor Jacques, Mary Lyons, Vivian D. McIver, George Shannon, Nina Silverstein, Betsy Tedoldi, Ann Hartstein Director

The Needham Council On Aging was established in 1957 by Town Meeting. The original purpose of the Council, was and still remains, to:

1. Identify the needs and concerns of Needham's elderly and retired persons and those approaching retirement age;

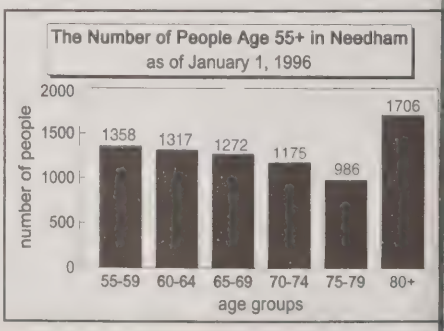
2. Design, promote, coordinate and implement services and programs to meet those needs and concerns; and

3. Inform the community and enlist support and participation of all citizens in this effort.

HOW MANY NEEDHAM RESIDENTS ARE SENIORS?

THE NUMBER OF PEOPLE AGE 55+ IN NEEDHAM

AS OF JANUARY 1, 1996 WAS 7,814



HO'S RUNNING THE SHOW?

e Council On Aging is directed by a 12 mber volunteer board appointed by the ectmen. The Board of Health, Park and creation Commission, Needham Housing thority, School Department and the Library :h nominate one member. The Board is ponsible for determining the policies of the uncil on Aging in response to the expressed :ds of elders in the town through annual sur-ys, a careful analysis of local needs as well as al and national standards of health care, reation, education and service needs.

HERE ARE THE SERVICES AND IE PROGRAMS?

e Stephen Palmer Senior Center is located at Picketing Street where the professional uncil On Aging staff oversees services and ıgrams. Staff provides information, referrals, l assistance to elders and their families. The nter hours are Monday-Friday, 9:00 a.m. - 0 p.m. and 11:30 a.m. - 3:30 p.m. on nday. The Council On Aging office, located the Stephen Palmet Center, is staffed 8:30 ı. - 5:00 p.m. Monday through Friday oughout the year.

HAT DID THE COUNCIL ON GING DO FOR NEEDHAM SENIORS ND THEIR FAMILIES IN FY96?

: have served about 10,000 meals at the Senior nter in conjunction with West Suburban Elder vices, Inc. We have answered over 54,000 uiries of a general information nature for iors and their families this year. Over 100 ple per day come to the Senior Center for ser-es, programs, or socialization.

anks to volunteer drivers who bring seniors the Senior Center over 2000 rides were pro-ed to enable seniors to get to the Senior nter this year. Another 1685 rides to and m the Senior Center were provided by taxi der contract with the Council On Aging. he RIDE," funded in part by the MBTA, pro-ed another 3200 rides to and from the Senior nter for persons unable to use our other nsportation due to physical or mental handi-ps. Volunteer monitors from the Retired n's Club who ride on the Shopper Bus, and che Bros. Supermarkets and the MBTA who ded the bus, provided approximately 1900 es to Needham residents to do their grocery pping. The new Saturday transportation gram provided rides for residents oughout Needham on Saturdays.

erall, 8200 rides were offered to Needham iors under the auspices of COA transporta-n services this year.

er 1000 people attended lectures and special grams throughout the year. Many others oyed socializing at the Senior Center. ists have displayed their paintings and pho-raphers have shown their photographs in the ior Center gallery. Our lending library, ered in conjunction with the Needham Free lic Library has loaned many books to ior Center readers.

RVICES AND PROGRAMS

ormation and referrals to seniors and their ilies

es to and from the Stephen Palmer Senior Center

me Visits

Meals at Stephen Palmer Senior Center

Assistance with medical forms/insurance information (SHINE)

On-site and out stationed health screening

Income tax assistance

Nutrition Counseling

Ring-Every-Day calls

Shopper Bus rides and other shopping assistance

Educational programs

Low Vision group services

Hard-of-hearing services

Exercise programs for seniors

Recreation/Social/Arts & Crafts programs

Adult Education classes

Day Trips

WHO DOES THE COA WORK WITH IN MEETING SENIORS' NEEDS?

Needham Library with its "branch" at the Stephen Palmer Senior Center

West Suburban Elder Services, Inc. lunch site Sunday through Friday

Board of Health and Deaconess-Glover Hospital health education seminars at the Stephen Palmer Senior Center

Crossroads, a mental health counseling agency

Boston College Legal Assistance Bureau for low cost legal services

Park and Recreation Commission programs for seniors

Deaconess-Glover Hospital for medical education programming

Needham School Department Adult Education classes held at the Stephen Palmer Senior Center

Needham Community Council's local medical and errand transportation

West Suburban Elder Services, Inc. medical and adult day health program transportation

Roche Bros. Supermarkets, sponsor of the COA Shopper Bus

The Needham Retired Men's Club, monitors on the COA Shopper Bus

Needham Youth Commission job matching

Visiting Nurse Associates, Inc. "Keep Well Clinics" (health screening)

Needham School Department Intergenerational programs

Needham Photography Club

Needham Art Association

Mass Bay Transit Authority (MBTA)

HOW DOES THE COA SPREAD THE WORD?

Senior COMPASS monthly newsletter

Attendance at community group presentations

Cooperative efforts with local newspapers

Contact with churches, synagogues, and schools and service agencies

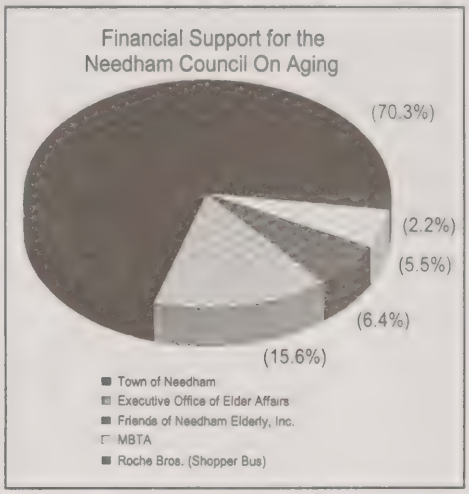
WHAT DID THESE SERVICES COST THE TOWN?

		Number of Positions
Salaries	$152,399	Full-time 4
Expenses	$14,381	Part-time 4
Capital	$0	474 volunteers=
TOTAL	$166,780	7 full-time equivalents

ARE THERE OTHER SOURCES OF SUPPORT?

FINANCIAL SUPPORT/GRANTS

Friends Of Needham Elderly, Inc.	$15,230
Executive Office of Elder Affairs	
COA Formula Grant '96	$20,485
SHINE Consortium grant '96	$16,480
MBTA	$13,000
Roche Bros. Shopper Bus grant	$5,200
Other Donations	$2,040
TOTAL	$72,435



VOLUNTEER SUPPORT

The Council On Aging and the Stephen Palmer Senior Center rely on many volunteers to maintain services and programs on a daily basis. and are in keeping with their interests. Volunteers are matched to jobs that utilize their skills

Number of individual volunteers:	474 individuals
Number of hours given:	13,040
Equivalent full time people	7 full time equivalents
Estimated value by the Executive Office of Elder Affairs	$123,850

WHERE DO WE GO FROM HERE

The percentage of the total town population that is 60 years of age or older is currently 22.1%. Of that group, over 1/4 of them are over 80 years of age. As a consequence, the demand for assistance from the Council On Aging comes not only from seniors themselves, but also from middle aged people who find themselves responsible for caring for their aging parents and/or other relatives. All are turning to the Council On Aging for information and assistance.

The Council on Aging has begun townwide initiatives in the areas of transportation and service coordination to better serve the needs of seniors as well as all town residents.

The Council On Aging Board remains committed to working with all Needham residents to insure adequate services for senior citizens and their families. The Council On Aging Board believes that Council On Aging services are essential to the quality of life in Needham.

HUMAN SERVICES

NEEDHAM COMMISSION ON DISABILITIES

Elaine Saunders, Maureen T. Gallagher Co-chairs; Frank Der Sarkisian, Trudi J. Farnham, Jeanie Martin, James A. Mayo, Carl F. Valente

The Needham Commission on Disabilities meets on the third Tuesday of the month with the following membership: 9 members; a majority of whom are disabled; one of whom must be a family member of a person with a disability; and one of whom must be an appointed municipal official.

PURPOSE

- to advise municipal officials, public and private agencies, and other individuals to ensure compliance with federal, state and local disability laws.
- to promote full integration of persons with disabilities into the community.
- to provide information, referrals, and technical assistance to individuals, businesses and organizations in all matters pertaining to disability issues.
- to participate in a variety of forums and media events to develop public awareness of people with disabilities, and compliance with the Americans with Disabilities Act (ADA).

BUDGET

Expenses	$801

FY 96 HIGHLIGHTS

- actively participated in Pollard and Newman Building Committees, to advise them on matters of accessibility and compliance with ADA and Architectural Access Board (AAB) regulations.
- met with representatives of the High School Building Committee to advise them regarding completion of renovations that would bring it in compliance with accessibility codes.
- provided handicapped parking signs that comply with state regulations and town by-laws at a reduced cost to Needham businesses and town departments.
- surveyed several Park and Recreation facilities with the Park and Recreation director and made recommendations for compliance wtih accessibility codes.
- met with town officials to discuss the need to increase the number and improve the placement of properly engineered curb cuts.
- met with library personnel to become famili with the variety of assistive devices that a available at the library.
- participated in editing the draft of the Tow of Needham's self evaluation as requir under ADA.
- sponsored a workshop on curb cuts in colla oration with the Massachusetts Office Disability, which was attended by more th 50 engineers and other interested perso from Boston area communities.

FY 97 FORECAST

- to encourage the Town of Needham to co plete and submit a transition plan as requir under ADA.
- to have Needham High School and Newm complete renovations that would bring the in compliance with federal and state acces bility codes.
- to continue to offer proper handicapp parking signs to public and private organiz tions and businesses, and to ensure prop usage through cooperative efforts wi Needham Police and community awareness
- to continue to work with town officials bring the Town of Needham into complian with state and federal regulations regardi curb cuts.
- to serve as a resource in the Town Needham on issues relating to the disabled.
- to encourage Needham citizens to participa in NCOD meetings, and to fill two vaca slots on the Commission.

For further information, call Needha Commission of Disabilities (NCOD) 455-75

DEVELOPMENT

DESIGN REVIEW BOARD

PURPOSE

The Design Review Board was established in 1988 by Town Meeting ... "to provide for detailed design review of structures [and signage] ... to enhance the natural and aesthetic qualities of the Town in order to protect and preserve the historical and cultural heritage of the Town." The Board's seven members are appointed for three year terms by both the Board of Selectmen and Planning Board from among residents representing the design and architectural professions as well as local businesses.

Open meetings are held twice monthly in the Town Hall at which applicants for new and altered signs, facades and sites present their proposals. The Board also conducts public hearings for proponents wishing to erect signs exceeding the provisions of the Sign By-Law.

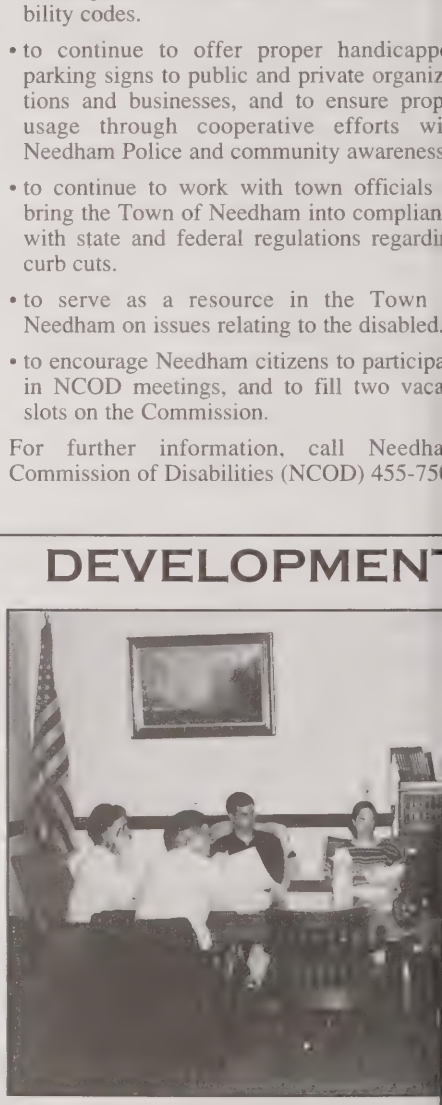
HIGHLIGHTS FOR FY '96

In addition to several informal pre-application discussions, the Board considered about 70 applications and conducted 12 public hearings. Fee revenues were approximately $1,700. a slight increase over FY '95.

Several new businesses now occupy the two buildings formerly housing Calvert's for many years. Our oversight of the signage and facade changes has contributed to the attractive upgrading of the Needham Heights business district. Substantial activity in the so-called industrial park has resulted in several proposals for our review.

FY '97 FORECAST

An improved business climate suggests a continued increase in the number of applications to come before the Board. We welcome attendance at any of our meetings or public hearings, and would be pleased to discuss issues and design criteria with interested parties.



A Youth Commission meeting is characteristi of a volunteer board providing service to to residents. Over 50 official Town committees involving hundreds of residents serve the Town in various capacities.

LANNING BOARD

Devra G. Bailen, Frank Gallello, David Gerber, Paul Killeen, Lee Newman, Director

RPOSE

Planning Board is charged with broad statu- responsibilities to guide the physical growth levelopment of Needham in a coordinated and prehensive manner. Specifically, the Planning d is legally mandated to carry out certain pro- ns of the Subdivision Control Law (M.G.L., ter 41, Section 81-K to 81-GG)and of the ng Act (M.G.L., Chapter 40A). These legal nsibilities are reflected locally in specific pro- ns contained in the Subdivision Rules and lations and Procedural Rules of the Planning d and in the Town's Zoning By-Law. The spe- services that the Planning Board provides are llows:

view and Approval/Disapproval of:
proval-Not-Required (ANR) Plans
eliminary Subdivision Plans
finitive Subdivision Plans, including
ngoing administration
e Plans of certain larger developments
major projects)*
sidential Compounds (RC's)*
enic Road Applications

cludes Special Permit Decisions, with legal es, public heating, and written decision; lar statutory procedures for Definitive Plans

view and Advisory Reports on:
e Plans of certain smaller developments
minor projects)
ard of Appeals, applications for variances
nd special permits
itions for acceptance/discontinuance of
ublic ways

tiation, Development, and Presentation Proposed Zoning Amendments to Town eeting

eparation and Maintenance of a Master an and related planning studies to guide ure physical growth and development in edham (including studies referred to the ard by Town Meeting)

visions to "Subdivision Regulations and ocedural Rules of the Planning Board" d printing of the same

printing of Town Zoning By-Laws and ning Map

ovision of Information on Planning, ning and Development matters to the blic(including residents, developers and ier government agencies)

important thing to remember is that if these ices were not performed, the Town of Needham would be without the administration of land use planning and zoning regulations, and would be subject to costly lawsuits from private developers and citizens alike.

BUDGETARY DATA

Salaries	$85,941	Number of Employees:
Expenses	$4802	Full-time 2
Total	$90,743	Part-time 1

FY'96 HIGHLIGHTS

In its capacity as a special permit granting authority, the Planning Board processed 13 applications as "Major Projects" under the Site Plan Review By-Law. A site plan special permit was granted to Toplift Street Associates Limited Partnership for reuse of the former Bed & Bath building located at 1450 Highland Avenue, to accommodate a mixed use to include a medial clinic and restaurant or retail space. The permit as issued calls for the medical clinic to occupy 8,623 square feet of the building comprising 4,943 square feet on the first floor and 3,680 on the second floor with the remaining 5,517 square feet on the first floor anticipated to accommodate either a restaurant, retail use, or both. A site plan special permit was granted to Federal Express of Needham for alterations to the former Polaroid Corporation building located at 151 Third Street. The permit as issued calls for the addition of 31,276 square feet to the existing 50,000 square-foot building along with site improvements including drainage, parking, and landscaping. Six permits with conditions were granted for facade modifications in the Center Business District and two permits with conditions were granted for facade modifications in Avery Square Business District. Three applications were reviewed and approved for minor revisions to previously granted site plan special permits.

In terms of land subdivision activity, the Board processed four subdivisions: a Definitive Subdivision Plan creating 5 new lots on Southwood Lane located off South Street; a Definitive Subdivision Plan creating 13 new lots on Stonecrest Drive and Stonefield Court off South Street; a Definitive Subdivision Plan creating 11 new lots on Southfield Court off Chestnut Street; and a Definitive Subdivision Plan creating 4 new lots on Duncan Drive off Greendale Avenue. In addition, a total of 15 plans were endorsed "Approval-Not-Required (ANR)" under the Subdivision Control Law, meaning that the lots created or altered on such plans met minimum frontage requirements.

The Board of Appeals referred 30 applications for variances, special permits, and administrative appeals to the Planning Board and as required by the Zoning By-Law, the Board reviewed each application and submitted its recommendations in writing to the Appeals Board.

In fiscal 1996, the Planning Board initiated a number of amendments to the Zoning By-Law that have the effect of closing loopholes and refining previously existing regulations. The Annual Town Meeting in May responded by adopting three of the five zoning articles submitted by the Board. The first amendment modifies the definition of the term "setback" so as to allow for the projection of eaves, cornices, friezes, architraves, pilasters, and columns into the required setback area of a building located in the Business, Chestnut Street Business, Center Business, Avery Square Business, Neighborhood Business, and Hillside Avenue Business districts. Under the provisions of the current Zoning By-Law, a number of these architectural features are being sacrificed. The revised definition will allow for creativity in design by encouraging the placement of architectural elements which enhance the attractiveness of a building's facade. The second amendment expands the conditions and limitations a Special Permit Granting Authority (SPGA) may impose upon an application for a Special Permit. Under the terms of the amendment, provision for a greater number of parking spaces or loading bays than that otherwise required by the By-Law may be required where the SPGA determines that the proposed use generates parking demand in excess of that required by the By-Law. Estimates of excess parking demand are to be based on the ITE Parking Generation Manual, 2nd Edition, or an alternative technical source determined by the SPGA to be equally or more applicable. The third amendment designates the ITE Parking Generation Manual, 2nd Edition, or an alternative technical source determined by the Planning Board to be equally or more applicable, as the technical source to be utilized by the Board in making parking recommendations to the Building Inspector for uses not otherwise denoted in the By-Law.

The Board, working with the Design Guidelines Partnership and planning consultants, David Dixon/Goody Clancy of Boston, completed a set of Design Guidelines for commercial properties in Needham. The Guidelines will be used to encourage design that is attractive to the community and to help create an improved and more cohesive appearance in the Town's commercial centers, particularly in the downtown and in Avery Square. It is anticipated that the Guidelines will ease the approval process for businesses wanting to make a change to the exterior of any commercial property in Needham by describing the goals and standards the Town is likely to apply to decisions about buildings, storefronts, and signs. The study effort grew from a recognition that although improvements will be gradual, undertaken over a number of years, they will have a strong impact on the Town's evolving character and, therefore, should be carefully coordinated.

The Three Rivers Interlocal Council served the Planning Board and the Planning Director on issues of traffic, land use and planning, and state policies and programs. Through its alliance with other members of the Council, Needham was able to influence development decisions affecting the future of the region.

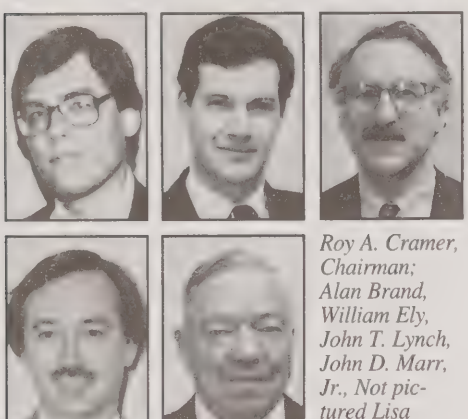
FY'97 FORECAST

Planning, zoning, and development activities envisioned for Fiscal Year 1997 include the interviewing, hiring, and monitoring of planning consultants to conduct an in-depth study of the zoning status of the Deaconess-Glover Hospital and the broader issue of health-care development throughout Needham. A citizens' task force consisting of business interests, residents of the immediate area and various civic groups will be appointed. Public workshops will be convened by the consultant. A final report with policy recommendations for land-use regulations is expected, leading to eventual revisions in the Zoning By-Law at the 1997 Fall Town Meeting.

In closing, the Planning Board welcomes your participation in any of its meetings and, in particular, your expression of agreement or disagreement on positions the Board has chosen to take regarding the development of the Town.

DEVELOPMENT

CONSERVATION COMMISSION



Roy A. Cramer, Chairman; Alan Brand, William Ely, John T. Lynch, John D. Marr, Jr., Not pictured Lisa Standley

The major function of the Needham Conservation Commission is to administer the Wetlands Protection Act (Chapter 131, Section 40) and the Town Needham General Wetlands By-Law. Other functions include advising the Town in matters pertaining to use, management and protection of the Town's natural resources and open space, and the management of conservation property, including the 325 acres at Ridge Bill Reservation. The Commission also seeks to increase the open space resources of the Town through purchase, gift, or granting of conservation restrictions on property.

BUDGETARY DATA

The Commission is staffed by one part-time employee (18.75 hour per week). The balance of the budget of the Conservation Commission is allocated to purchasing of services (consultants, title examiners, etc)., publications, memberships, and office expenses.

Personnel	14,083
Purchase of services	3,249
Expenses	1,131
Total	18,463

FY'96 HIGHLIGHTS

During Fiscal Year 1996 the number of permit applications that came before the Commission increased substantially. Three new subdivisions in the area of South Street and Chestnut Street, which contain large tracts of wetlands and floodplain, created the need for extensive Commission review. Ongoing development in several subdivisions, including Saddlebrook Estates off Central Avenue, have required Commission's involvement. The Commiss continues he oversee the development of th areas in an environmentally sensitive mann In addition, the Commission continues to m itor the MWRA Sewer Project along the bor of the Charles River.

The Commission, in conjunction with ot interested Town officials, completed updating of the Needham Open Space Pl thereby qualifying the Town for matching the purchase of open space. The Commiss was also successful in several of its enforcem efforts resulting in the restoration of wetl areas and the collection of over $3,000 in fin

FY '97 FORECAST

The Commission plans to increase its efforts educate the public on the value of open spa passive recreation, and conservation, In pa cular, the Commission looks forward to imp menting the trail maintenance and impro ment plan on Commission administered lan The Commission encourages the involvem of all interested residents in helping to prese and expand the natural resources of the Tow

HOUSING AUTHORITY

Richard W. Gatto, Chairman, Edward Cahalane, Sharon O'Brien , Paulette J. Turner, Ian McLaughlan, Director

PURPOSE AND PROGRAMS

The purpose of the Needham Housing Authority is to provide housing assistance to senior citizens, families and handicapped/disabled persons with limited incomes. The Authority administers a variety of housing programs designed to aid four hundred and eight (408) households including one hundred and fifty-two (152) units of stated-aided Chapter 667 housing for senior citizens and disabled persons, thirty (30) units of federally-assisted housing for families, forty-six (46) units of federally-assisted housing for elderly or handicapped individuals, seventy-two units (72) of Section 8 existing housing, twenty (20) units under the Section 8 voucher program, eighty (80) units of state-aided Chapter 200 veteran's housing, and two (2) staffed apartments under the state's Chapter 689 program serving eight (8) persons with special needs.

PERSONS SERVED

During the year, the number of unit turnovers has been:

Cook's Bridge (MA065-001)	9 units
High Rock (Chapter 200)	4 units
Linden-Chambers (Chapter 667)	27 units
Section 8	0 units

BUDGET DATA

The Needham Housing Authority functions with a number of operating budgets, one for each of the housing programs its administers. Expenditures for the various locally owned state-aided programs during the past year totalled $604,200. Expenditures for the locally owned federally-assisted programs totalled $276,588. In addition $560,544 was paid out in rental assistance on behalf of those participating in the Section 8 programs. Total expenditures for the year were $1,451,925.

FY '96 HIGHLIGHTS

1. Undoubtedly the most significant highlight of the past year was the election of Ms. Sharon O'Brien to the Housing Authority Board, thus placing the Authority in the unique position of having three elected commissioners who are NHA residents.
2. The Authority was recognized by the Massachusetts Chapter of the National Association of Housing and Redevelopment Officials at the organization's annual conference when it was presented the Outstanding Achievement Award in recognition of the NHA's Partnership Program wherein the Authority's Board, staff and resident association leaders work closely together in the operation of the Authority.
3. The Authority carried out a modernization program within its 200-1 development which expanded parking and rebuilt roads within the Authority's oldest housing complex. This was funded by a grant from the Commonwealth of Massachusetts.
4. Comprehensive improvements were undertaken at the NHA's Cook's Bridge development. Work was completed on the window and door replacement project, and begun on the reshingling of all buildings within the development as well as replacement of balconies at Seabeds Way.
5. The Authority has been approved for an a tional modernization grant from HUD in amount of $290,000. A portion of this wil expended to complete the reshingling project the bulk of it will be used to replace the exte siding on the buildings.
6. The Authority had installed carbon mono detectors in its 200-1 development at the sug tion of the Needham Tenant Organizatio proved to be a fortuitous move in that one o detectors is credited with having saved the l of one NHA household.
7. Following the death of former NHA com sioner: Rev. Diane Perry Matthews, the Auth recognized her contribution to the Authority her community by naming its special needs fac on Great Plain Avenue "Matthews House."
8. The Authority held its First Annual Aw Banquet to express its appreciation to var groups and individuals who have been portive of the Authority and its residents. major award of the evening was the presenta of the NHA's Outstanding Citizen Award w is to go each year to an Authority resident has displayed good citizenship through com nity activities and service to others. This h was given to Gertrude Farnham.

The Authority is looking forward to the upcon year. Among the happenings its expects are:

1. The Commonwealth has announced its inter conduct a deregulation experiment by selecti number of housing authorities to participate demonstration wherein they would be relea from the regulations of the Department Housing and Community Development. Authority has submitted a proposal an eagerly awaiting approval to proceed.
2. The Authority intends to create a nonprofit poration for the purpose of advancing econo opportunities for its residents through ed tional, job training and entrepreneurial activi

OARD OF APPEALS

William Tedoldi, Chairman, Michael Crowe, Susan Glazer, Jon Schneider, Robert T. Smart

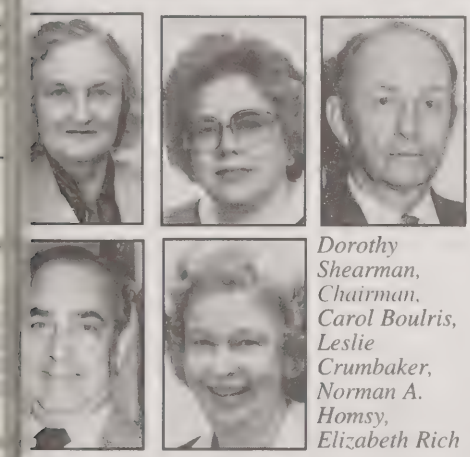
e Board of Appeals consists of three regular mbers and two associate members appointed the Board of Selectmen, as authorized and ablished by General Laws, Chapter 40A, the me Rule Charter Act and Article VIII of the neral By-Laws. The Board of Appeals met nine times this fiscal year to hear 19 applications for special permits, 1 application for variance, and two appeals from decisions of the Building Inspector. Of these, 16 applications for special permits were granted and 3 withdrawn; the variance was denied. One appeal was withdrawn and one decision of the Building Inspector was upheld.

Costs for the year included:

Salaries	$5383
Expenses	2094
Total	$7477

Filing fees for the Board of Appeals consist of 1) $100 for applications for residential special permits, variances, and appeals from the Building Inspector's decision, and 2) $200 for applications for special permits for non-residential uses. Applications may be obtained from and filed in the Office of the Town Clerk, Town Hall. All decisions of the Board are filed with the Town Clerk and are a matter of public record.

ISTORICAL COMMISSION



Dorothy Shearman, Chairman, Carol Boulris, Leslie Crumbaker, Norman A. Homsy, Elizabeth Rich

PURPOSE

The commission was established by Town Meeting during the Bicentennial year 1976. The Commission directives and mandates are included in the towns general by laws and is further regulated by Mass G.L. Chapter 40 section 8D.

The duties include, but are not limited to, recording time historical assets of the town and review of demolition of historical assess. All members are appointed by the Board of Selectman.

BUGETARY DATA

Budget	$4513
Expenses	$4436

Number of employees: none all commissioners are volunteers.

FY 95 HIGHLIGHTS

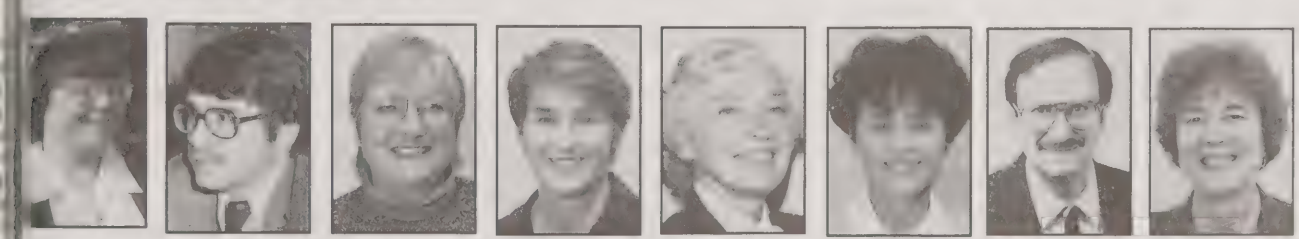
- Continue parks inventory
- Continue Needham business district inventory and report
- Continue inventory of historical houses and other assets
- Completed 20 year report to be issued to town meeting and residents

FY 97 FORECAST

- Issuance of business district report and inventory
- Issuance of parks report
- Review of extensive macris computer printout of all assets as issued by the Mass Historical Commission
- Assist residents in their requests on historical data cooperation with all town agencies to insure preservation of historical goals and future planning

CULTURE & LEISURE SERVICES

REE PUBLIC LIBRARY



s C. Bacon, Thomas M. Harkins, Gail B. Hedges, Sally B. Powers, Emily Salaun, Lois F. Sockol, Gregory J. Shesko, Ann MacFate, Director

URPOSE

e Board of Library Trustees has adopted the lowing Mission Statement: The Needham ee Public Library is a medium-sized library ving a suburban community. Its mission is oring enlightenment, knowledge, inspiration, oyment, and culture to every member of the mmunity. The Library's primary focus is to ate and maintain a Popular Materials rary with a secondary focus as an Independent Learning Center and a Formal Education Support Center. The Library fulfills its mission by maintaining a high-demand, high-interest collection of print, non-print, and electronic media, and by providing timely, accurate, and useful information to community residents of all ages. The Library also serves as the archives for the Town of Needham. The Board of Trustees supports the American Library Association's *Library Bill of Rights.*

BUDGETARY DATA FOR FY96

Personnel	$519,836
Purchased Services	32,000
Expenses	9,568
Books, Periodicals, Audio-Visual	93,000
Total	654,404

Number of Employees	
Full-time	14
Part-time	30

DEPARTMENTAL STATISTICS

ADULT DEPARTMENT	
Circulation (books, videos, CD's, cassettes, periodicals)	228,118
Books loaned to other libraries	4,933
Books borrowed from other libraries	4,685
Overdue notices and bills sent	2,623
Reserves placed	3,688
Total money returned to Town from fines, fees, lost books, etc.	$48,773

REFERENCE DEPARTMENT

Reference questions answered	20,826
Directional questions answered	4,025
Reference books checked out overnight	548
Number of people using Genealogy Room	370
Training workshops for using computerized catalog	43

CHILDREN'S DEPARTMENT

Circulation (books, videos, records, CD's, cassettes, periodicals)	180,868
Reference questions answered	8,824
Overdue notices and bills sent	1,388
Reserves placed	267
Story times and other programs	162
Attendance at programs	3,300

CATALOG DEPARTMENT

Adult books added to collection	3,670
Adult books withdrawn	13,407
Children's books added to collection	2,311
Children's books withdrawn	1,909
Records, CD's, and audio cassettes added	681
Records, CD's, and audio cassettes withdrawn	601
Videocassettes added	299
Videocassettes withdrawn	107
Total Collection	36,398

MISCELLANEOUS STATISTICS

Number of registered borrowers	22,780
Total hours open	3,069.5
Attendance	241,815

FY96 HIGHLIGHTS

July—Using donations made in memory of Joyce Rockmore, the Friends of the Library purchased two low-frequency Compol radios for the library. Visually challenged people use the radios to listen to broadcasts that feature volunteers reading local and national newspapers and magazines.

August—The Children's Department's annual Teddy Bear Jamboree was attended by a variety of bears and their owners. The Minuteman Library Network's Information and Retrieval database became operational. It is now possible to access information about community organizations online.

September—N.C. Wyeth painting, The Poacher, was loaned to the Fuller Art Museum for an exhibition. The bricks on the north side of the library building were repaired and waterproofed.

October—The Needham Women's Club resumed its monthly Saturday morning Story Hour program. The Friends of the Library expanded the hours of the annual fall book sale. Internet browsing made possible by the Minuteman Library Network.

November—The American Library Association's traveling exhibit Libraries Change Lives opened at the Needham Library.

January—Automatic door opening hardware installed on back entrance doors.

March—Three people from the Town's Property Tax Work-Off Program began work at the library straightening shelves and assisting with weeding. Dr. Paula Krebs spoke at the annual McIver Discussion Series on the topic of Ghosts in the Needham Free Public Library. The introduction of the Minuteman Library Network Home Page made searching the World-Wide Web easier. The library became a part of the Town of Needham Home Page created by Amy and Lee Levitt.

April—The Library Team (Trustee, Friend, staff) participated in the Needham Education Foundation's Spelling Bee. Continental Cablevision hosted the Second Annual Plug into Literacy telethon. The library's proposition 2 1/2 override question passed with 71% of the vote. The Needham Garden Club sponsored a return engagement of the Massachusetts Horticultural Society's Plantmobile. In connection with National Drinking Water Week, the Needham League of Women Voters held two water-related story times. The library was notified of its successful application for a $10,000 preservation grant for the Archives Collection.

May—The library celebrated its ten-year going-on-line anniversary. Library volunteers were honored at a Sunday brunch.

June—The Friends held a successful paperback book sale. Minuteman Library Network module turned on that allows people to place their own reserves on materials that ar checked out. The library received a $250 grant from the Needham Educatio Foundation. Five Pollard eighth graders spen two hours cleaning up the library's grounds The Friends of the Library donated a member ship pass to the Discovery Museums in Acton

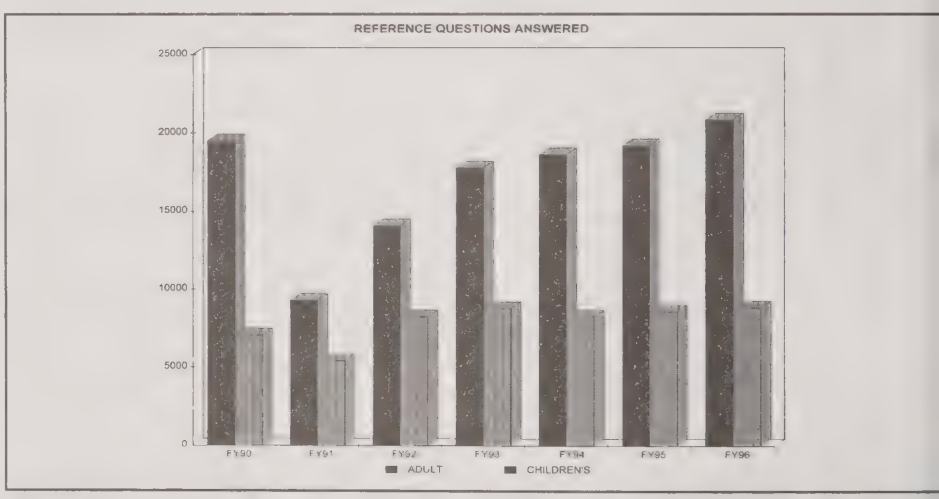
DONATIONS TO THE LIBRARY

In FY96 thirty-three people volunteere 1,202.5 hours of service to the library. Thi figure does not include the many hours give by the Trustees and Friends of the Library i presenting programs, book sales, etc. Th Needham Garden Club continued to make sig nificant contributions to the library by main taining the outside flower gardens, providin weekly plant and flower arrangements, pur chasing the pass to the Garden in the Woods and arranging for the visit of the Plantmobile The Trustees and staff are grateful to all th groups and individuals who make donations t the library. You enrich our collections greatly

FY96 Memorials and Cash Donations $5,695.6

FY97 FORECAST

The recently-hired space planner will present plan that will solve many of the library's cu rent space problems.



Public Health Nurse Nina Ackerman inspects a day care facility. The Town licenses and inspects 16 day care facilities.

ARK & RECREATION COMMISSION

ilip V. Robey, Chairman, Thomas J. nroy, Jeffrey I. Meropol, James Sargent, hard Weitzen, Patricia Carey, Director

RPOSE

powered by Chapter 45 of the General Laws the Commonwealth of Massachusetts, the k and Recreation Commission:

rovides balanced, year-round recreation pro-amming and leisure services for all ages.

erves as steward of over 300 acres of public ark land and Town Forest and schedules creation and athletic facilities.

lanages Rosemary Lake and Pool as the incipal aquatic recreation facility.

rovides long range open space and recre-ion planning.

oordinates and provides support service for any organizations.

rovides youth leadership training and volun-er resource development.

five members of the Commission are elected hree year terms. The Commission meets on the ond and fourth Wednesdays of each month.

DGETARY FY'96 DATA

		Number of Employees	
aries	$251,286	Full Time	4.0
penses	23,183	Part Time	77
chase of Services	22.205		
B TOTAL	$296,674		
erating Capital	5,000		
TAL	$301,674		

'96 HIGHLIGHTS

ny changes were evident in the Park and creation Department in FY'96. In July, Patty cy was named Director of Park and creation, replacing Nancy White who had gned in June. In August, Gemma Unser ed the staff, replacing Ginny Clifford, who l retired in June. Dan Pitts joined the staff in vember, as the Assistant Director. The ministrative Assistant Jan Dorsey was the ilizing office staff member during the transi-n. After many years as a Park and Recreation mmissioner, Elinor Devlin resigned from the rd in January. Mrs. Devlin had served as irman for four of the twelve years she was a mber of the Commission, and guided the artment through some difficult financial rs. In April, Richard Weitzen was elected to plete Mrs. Devlin's term.

Significant Donations

- Full sponsorship of Summer Arts in the Parks from Needham Cultural Council, Exchange Club, DeWolfe-Lynn Akers Burnham, Needham Business Association, and individual donors;
- Full sponsorship of Summer Children's Theatre by Needham Women's Club;
- Grant from Department of Environmental Management to partially fund clean-up of Walker Pond;
- Donations from abutters and neighbors of Walker Pond for clean-up project;
- Summer volunteer party co-sponsored with Friends of Needham Youth.

People

- Ed Pelletier announced his resignation from the Council on Aging. Mr. Pelletier has represented the Commission on the Council on Aging for about ten years;
- Colleen Schaller was re-appointed as Commission's representative to the Youth Commission;
- Doris Waldstein became the department's first member of the Property Tax Work-off Program, acting as the Carleton Pavilion monitor;
- Assistant Director received national certification as recreational professional.
- Members of the Commission and the administrative staff participated in the following committees: School Future Study Committee; Deaconess-Glover Accident and Injuries Committee; School-Community Health Committee; Pollard School Council; Building Study Committee; Permanent Public Building Committee Appointment Board.

Programs/Facilities

- Carleton Pavilion at DeFazio Park opened in early June;
- Newman tennis courts were rebuilt, and the athletic fields were renovated;
- Town Meeting approved the transfer of administration of the Pollard School grounds to the Commission;
- The DeFazio Master Plan Committee was formed in September and reported its recommendations to the Commission in April;
- Open Space Master Plan Committee was rejuvenated;
- New registration program was added to computer to enhance customer service;
- Healthy Employees 2000 was created by School Department, Deaconess-Glover, Board of Health, Personnel Department, and Park and Recreation for all town and hospital employees;
- Cricket building was repaired and repainted;
- Department was represented at the 2 day School Future Search Conference in November;
- Department assisted with request for early children education grant and now sits on the Early Childhood Council overseeing the $100,000+ grant;
- Department worked with Pollard School to create ASAP, an activities program for middle school students;
- Department created new programs, including In-Line Hockey Clinic, Summer Sports Specialties, and April Vacation entertainment show;
- Department continued to work with Community Center Study Committee.

Community Service

- An Eagle Scout completed a project at Rebecca Perry Park: a rebuilt sandbox and area clean-up;
- An Eagle Scout completed a project at Newman: a rebuilt tennis bang board;
- The Congregational Church completed projects for the department on their community service day;
- Pollard 8th grade students held their third annual community project day;
- Permits were applied for and approved for the Walker Pond Clean-Up project from the Army Corps of Engineers, Department of Environmental Protection, and Needham Conservation Commission;
- Town Meeting approved funds for a part-time playground maintenance person.

FY'97 FORECAST

- Study the future of the entire Rosemary Pool and Lake Complex;
- Renovate fields at Pollard Middle School;
- Begin new after school program for middle school students;
- Continue to work with Community Center Study Committee;
- Provide information and support to the Landfill Reuse Committee;
- Gather detailed information on safety changes to the DeFazio Park access road and parking lot;
- Work with other town agencies to apply for grants;
- Complete the Walker Pond Clean-up project, and move into the maintenance phase;
- Repair and/or replace some of the backstops;
- Assist Needham Track Club and Massachusetts Recreation and Park Association with annual Hershey State Track Meet;
- Share the benefits of parks, recreation and leisure with the community;
- Complete work on School Future Study Committee and School/Community Computer Plan;
- Cooperate with other town department projects, i.e. Property Tax Work-off Program;
- Enhance relationships with community groups;
- Support state, regional and national initiatives of the National Recreation and Park Association;
- Continue to seek new customer service options to better meet the needs of the community.

CULTURE & LEISURE SERVICES

MEMORIAL PARK

John S. Gallello, John J. Logan, Jr., Charles J. Mangine, Ron Sockol, Arthur M. Tiernan

Five elected Memorial Park Trustees oversee the building and grounds and schedule and regulate the use and operation of the facilities. The park is dedicated to the veterans of all wars. There are two monuments in the park one for the seven veterans who were killed in WW1 and one for all veterans of all wars.

Memorial Park today, as it was in 1920, is the center for a number of sporting events. It has been the home of the post #14 American Legion baseball team for seventy years. This is the second year in a row that they made the state finales. Memorial Park is used by the high school for its graduation ceremonies and its track and football events. The Needham Track Club and a large number of town residents use the oval track. It is the site of the arts in the park program sponsored by the park and recreation dept. The Fourth of July fire works, the little league and the senior league. And the j Legion baseball teams.

The Memorial Park building and the sign a used by numerous organizations. The ground are maintained by John Cusick and his park division employees.

Fy 96 highlights

1) The installation of the new sign and th garden which enhances Memorial Park.

2) The use of the parking lot by Channel 5 f the Jerry Lewis Telethon.

3) N.H.S. graduation exercises for the class of 199

4) The Exchange Club's Fourth of July Para and fire works

5) The Charles River Association for Retarde Citizens Olympics.

FINANCE

DEPARTMENT OF FINANCE

Robert W. Burke, Director of Management Information Services; John Krause, Comptroller; Evelyn M. Poness, Treasurer and Tax Collector. Not pictured Robert Addelson, Finance Director

The Department of Finance consists of the Finance Director's Office, the Comptroller's Office, Treasurer/Collector, and Management Information Services (MIS). The Department is responsible for the overall financial management of the Town including: advising the Town Administrator of the Town's financial condition, assisting the Town Administrator in preparing the five-year Capital Improvement Plan, cash management, debt management, tax and utility billing, miscellaneous billings for Town services, risk management, audit review and internal financial controls, Minority Business Enterprise and Contract Compliance, and supporting all aspects of the Town's data processing operations. In addition, the MIS Division provides the School Department with a wide variety of student information required for State and Town reporting including: automated class scheduling, daily attendance tracking, and report card processing services. Approximately 13 percent of the resources in the MIS Division support the variety of data processing services provided to the School Department.

EMPLOYEES PER DIVISION

Director of Finance	1.0
Treasurer/Collector	5.5
Comptroller's Office	3.8
Data Processing	6.0
Total Staff	16.3

BUDGETARY DATA

Salaries	$622,109
Purchase of Service	302,727
Expenses	70,472
Capital Outlay	47,570
Total	$1,042,878

FY96 HIGHLIGHTS

Much of the activity of the Department of Finance involves the day-to-day management of the Town's finances including $53 million in operating expenses, $4.5 million in special revenue, $3.3 million in capital projects, and $5 million in enterprise funds (water and sewer). Further, the Department processes 300 to 600 payroll checks per week, 400 bi-weekly teachers checks, 400 invoices and expense checks per week, 10,000 water/sewer bills and real estate bills quarterly, 26,000 motor vehicle excise bills, 3200 W-2 forms, 10,000 landfill stickers, and 900 garbage collection accounts.

In addition to maintaining the automated financial systems for the Town, the MIS Division assists the Town Clerk's Office with automation of voter registration lists, and the Town and school census.

The Comptroller's Division and Treasurer/Collector are responsible for complying with a myriad of Municipal Finance laws and regulations as well as meeting the financial reporting requirements of the State and Federal Governments. These financial controls are essential in order to properly safeguard taxpayer dollars.

The Town is fortunate in that over 98 percent of the property taxes due were paid on time. In addition, as a result of aggressive cash management by the Treasurer, the Town was able to earn $590,000 in interest for the Town in Fiscal Year 1996.

In addition to the daily activities of maintaining the Town's data processing system, accounting for all financial transactions, administering the property tax billing and miscellaneous collection functions, and assisting in the development of the annual capital and operating budget other Finance Department activities in FY9 included the on-going fine tuning of th Town's financial management software; th administration of the Town's insurance pr gram; the implementation of a water and sew step rate billing structure; the issuance $6,000,000 in capital debt; and, the provisio of assistance to Town departments in co plying with the State's local government pr curement laws.

FY97 OBJECTIVES

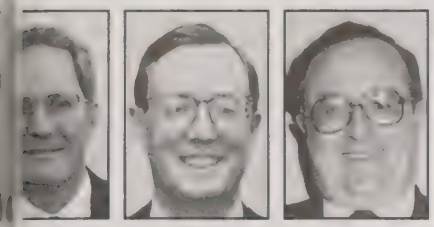
The primary objective for the Department Finance in FY97 is to implement the remainin financial management applications on the ne computer system (miscellaneous receivable and accelerate the issuance of the Town annual audit..

Also during FY97, the Finance Department wi

1. update the five year capital improveme plan
2. update revenue projections for the comi year
3. take steps to collect delinquent taxes, mot vehicle excise and water and sewer charge
4. continue to train town staff on the use computer hardware and new computer appl cations
5. issue approximately $4 million in long-ter debt.
6. continue to analyze the feasibility connecting town offices via a local ar computer network.

It is the goal of the Finance Department to ser the financial management requirements of a Town departments. In addition, it is the oblig tion of the Finance staff to safeguard the tax do lars and funds received from the residents a taxpayers of the community. The department always looking for new ways to improve th efficiency of Town services and welcomes th comments of residents in this regard.

NANCE COMMITTEE



Hannigan, Paul O'Connor, Gerard Sullivan, tive Secretary. Not pictured: James G. , Chairman; Maureen Corcoran, Robert D. nan, John M. Hession, Maurice I. May, P. Ryan, Paul G. Smith

primary responsibility of the Finance nittee is to recommend a balanced oper- budget to Town Meeting for the next year. As required by Massachusetts law ommittee must balance projected expen- s with projected revenues. It cannot rec- nd a deficit budget.

ommittee must consider the charge and gal requirements of each department for iblic safety, education, health and well of the community under the constraints position 2 1/2 and limited revenues.

eparation for the Fiscal Year 1997 t, the Finance Committee issued guide- to departments requiring level funding tent with the base approved Fiscal 1996 t. Budgets could include mandatory step and longevity salary increases and the projected additional costs of statutorily mandated programs and other contractual obligations. In essence, we permitted only those costs the town cannot legally avoid without staff layoffs.

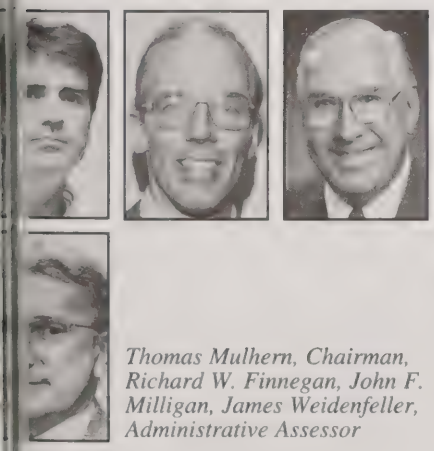
During the budget hearings the level funded requests clearly resulted in many departments, especially those involved in public safety and education being drastically underfunded if they were to fulfill their responsibility to the community. The committee asked all departments to prepare budgets consistent with level services for Fiscal Year 1996. At this point in the budget review, budget requests exceeded projected revenue by more than 2.3 million dollars.

After intense deliberation, the Finance Committee prepared a balanced budget for the Town's legislative branch, Town Meeting. It could do so only by making substantial cuts to a number of departments, including public safety and education. The guiding principle was costs legally required or mandated by contracts, public safety, education and health. Other services or budget requests, as desirable as they may be, must be presented to the voters for an override by the Town's executive branch, the Board of Selectmen. Under Proposition 2 1/2 there are no exemptions or exclusions from the tax levy "ceiling'; Spending beyond the limit must be approved by the voters The Finance Committee must prepare a budget within the revenue limits.

OPERATING BUDGET HIGHLIGHTS

- Historically, revenues increase approximately 3 1/2 % a year.
- Education is 44.7% of the total budget.
- Townwide expenses are 19.4% of the total budget.
- Public safety, including police and fire, is 14.3% of the total budget
- Public facilities, including DPW, is 13.6% of the total budget.
- Finance and administration is 5.6% of the total budget.
- All other departments, including Park & Recreation and the library, are 2.6% of the total budget.
- The town budget is a service budget
- Salaries are 63 % of the total budget, 79 % of the department budgets total. Salaries are 84% of the school budget
- Retirement and health insurance are 12% of the total budget.
- Purchase of services and expenses are 15% of the total budget, 18% of the department budgets total.

ARD OF ASSESSORS



Thomas Mulhern, Chairman, Richard W. Finnegan, John F. Milligan, James Weidenfeller, Administrative Assessor

POSE

oard of Assessors is responsible for the istration of a wide range of state laws ing the estimation of value of real and personal property in the community. The market data collected and maintained within the Assessors' office forms the basis of ad valorem taxation. Upon completion of the town meeting process and receipt of warrants from the state and county, the Assessors set the tax rate based on the classification split selected by the Board of Selectmen.

FY-96 HIGHLIGHTS

This was the third and final year in the revaluation certification cycle. During the past year along with inspecting over 400 building permits, the assessing staff has completed its physical inspections as required by the Commonwealth. This is done to promote fair and equitable assessments.

The residential real estate market has continued to show a strong recovery in the community. This is evident through new house construction, demolition of existing houses and construction of new ones in their place, a lack of houses for sale and increasing resale prices of existing housing.

The commercial and industrial segment of the market appeared to stabilize somewhat during the year. The vacancy rate declined as businesses relocated from Boston and "The Dig". During the year there was new construction including Wingate Nursing Home, Avery Square. There was also refitting of former manufacturing plants to office and research and development use.

BUDGETARY DATA

Salaries:	$196,523	Employees:	
Revaluation:	17,100	Administrator	1
Expenses:	12,480	Asst. Administrator	1
		Clerks	4

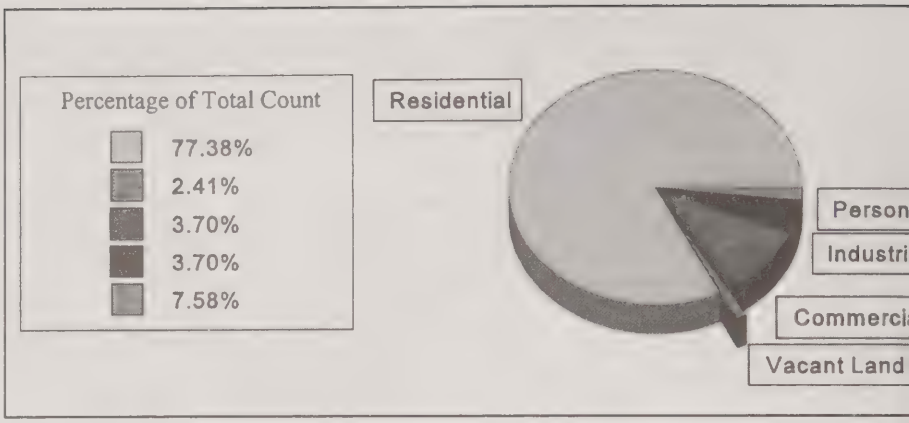
Since 1992, the Administrative Assessor and Asst. Administrative Assessor have also conducted the appraisal and revaluation function.

FINANCE

This has greatly reduced the dependance on hiring outside revaluation firms thereby reducing revaluation costs.

ASSESSMENT STATISTICS

Classification of property in the town is divided into several categories. While the residential portion is the largest, a better than average commercial/industrial base provides the mix for a well balanced community. An important highlight is the diminishing amount of vacant land available for development in the community.



COMMISSIONERS OF TRUST FUNDS

David S. Kennedy, Chairman, Robert W. Cutts, Not pictured, Michael M. Monahan

Three elected Commissioners are responsible for the investment of trust assets and the proper disbursement of funds. Within the established guidelines, Commissioners have full discretion as to the investment of assets. Disbursement of trust assets is directed by guidelines set forth within the individual trust statement.

As of June 30, 1996, Needham's trust assets totaled $1,597,133.81.

In FY96, the Commissioners continued an investment strategy to maintain an appropriate income flow to meet the needs of beneficia and to grow principal over the long-term.

During the year, the Town received t bequests; the Peter Loranta Scholarship T the Esther Lyford Trust and the Carl Pavilion Trust. As in the past, we antici that the generosity of the citizens of Need will continue to build these Trust Funds benefit our Town's activities.

For FY97, the Commissioners are investiga methods to reduce trading expenses.

Public Works staff prepares Rosemary pool for the upcoming season. During a typical summer over 47,000 residents use the pool.

Public Works staff plants a tree as part of the Arbor Day celebra tion. Needham has been named a "Tree City, USA" by the Natio Arbor Day Foundation.

TOWN OF NEEDHAM
BALANCE SHEET BY FUND

GENERAL FUND
JUNE 30, 1995

CASH		$7,157,270
TAXES RECEIVABLE:		
	Personal Property	$92,195
	Real Estate	$857,704
		$949,899
ACCOUNTS RECEIVABLE:		
	Motor Vehicle Excise	$233,715
	Deferred Real Estate	$436,522
	Tax Titles	$388,448
	Betterments	$60,547
	Other Departments	$263,189
		$1,382,421
TOTAL ASSETS		$9,489,590
LIABLILITIES:		
	Warrents Payable	$2,400,226
	Other Liabilities	$163,373
		$1,570,758
RESERVES:		
	Revenue Deferred Until Collected Taxes	$188,336
	Revenue Deferred Accounts Received	$1,382,422
		$1,570,758
FUND BALANCE RESERVED/DESIGNATED		
	Reserved For Encumbrances	$315,315
	Reserved For Abatements	$762,611
	Reserved For Continuing Appropriations	$31,679
	Reserved For Expenditure	$2,038,000
	Overlay Deficits	($730,591)
	Snow & Ice Deficit	($110,699)
		$2,306,315
UNSERVED FUND BALANCE		$3,048,918
TOTAL LIABILITIES & FUND BALANCE		$9,489,590

TOWN OF NEEDHAM

STATEMENT OF APPROPRIATIONS AND EXPENDITURES

YEAR ENDED JUNE 30, 1996

	Approp. Continued	Annual T.M. Approp.	Reserve or Special T.M. Transfers	Less Cont. Approp. to FY 1997	Total Avail. for Expend.	Expended Disburse.	Expended Open Enculmb.	Expended Total	Unexpe Return Surplu
Summary									
General Government:									
Administration	$ 0	$ 765,062	$ 22,359	$ 5,000	$ 782,421	$ 733,738	$ 15,067	$ 748,805	$ 33,
Finance	0	1,651,777	(250,850)	0	1,400,927	1,262,122	81,618	1,343,740	57,
Public Safety	0	6,998,205	92,231	0	7,090,436	6,976,249	677	6,976,926	113,
Public Facilities	30,000	6,637,477	305,625	18,750	6,954,352	6,993,173	17,208	7,010,381	(56,
Human Services	7,490	658,759	0	7,929	601,100	601,119	50	601,169	57,
Planning & Development	4,500	121,184	200	0	125,884	118,911	2,786	121,697	4,
Cultural & Leisure Services	0	996,836	(4,000)	0	992,836	951,546	5,000	956,546	36,
Education	0	21,040,095	(35,384)	0	21,004,711	20,931,323	73,040	21,004,363	
Townwide Expenses	0	10,172,684	(209,660)	0	9,963,024	9,230,326	167,784	9,398,110	564,
Grand Total	$ 41,990	$ 49,042,079	$ (79,479)	$ 31,679	$ 48,973,691	$ 47,798,507	$ 363,230	$ 48,161,737	$ 811,
Townwide Expenses									
Street Lighting		$ 380,00			$ 380,000	$ 380,000	$ 0	$ 380,000	$
Garbage Collection		95,000			95,000	93,567	0	93,567	1,
Insurance General		462,071			462,071	354,787	0	354,787	107,
Health Insurance		3,472,000			3,472,000	3,332,145	0	3,332,145	139,
Worker's Compensation		350,500			350,500	217,765	132,735	350,500	
Property Self Insurance		15,000			15,000	0	15,000	15,000	
Unif. Ser. Self Insurance		120,000			120,000	103,951	16,049	120,000	
Unemployment Compensation		30,000	12,000		42,000	37,993	4,000	41,993	
Maturing Bonds		1,62,994	(12,994)		1,150,000	954,752	0	954,752	195,
Bond Interest		407,150	202,850		610,000	552,424	0	552,424	57,
Contibutory Retirement		2,907,644	(425,473)		2,482,171	2,482,171	0	2,482,171	
Chap 32 Retirements		200,000			200,000	136,495	0	136,495	63,
Minuteman Assessment		497,325			497,325	497,325	0	497,325	
MBTA Comuter Parking		73,000	13,957		86,957	86,951	0	86,951	
Subtotal	$ 0	$10,172,684	$ (209,660)	0	$ 9,963,024	$ 9,230,326	$ 167,784	$ 9,398,110	$564,
Board of Selectmen									
Salaries		$ 281,739	(7,000)		$ 274,739	$ 271,818	$ 0	$ 271,818	$ 2,
Purchase of Service		116,408	4,000		120,408	101,104	13,200	114,304	6,
Expenses		24,950	(191)	5,000	19,759	18,355	367	18,722	1,
Capital Outlay		4,000			4,000	3,770	0	3,770	
	$ 0	$ 427,097	$ (3,191)	$ 5,000	$ 418,906	$ 395,047	$ 13,567	$ 408,614	$ 10,
Town Clerk									
Board of Registrars									
Salaries		$ 132,401			$ 132,401	$ 127,844	$ 0	$ 127,844	$ 4,
Purchase of Service		16,925			16,925	14,346	1,500	15,846	1,
Expenses		3,475			3,475	3,459	0	3,459	
Capital Outlay		0			0	0	0	0	
Tellers and Canvassers		13,800			13,800	11,969	0	11,969	1,
	$ 0	$ 166,401	$ 0	$ 0	$ 166,401	$ 156,822	$ 1,500	$ 158,322	$ 8,
Legal									
Salaries		$ 47,937			$ 47,937	$ 47,936	$ 0	$ 47,936	$
Purchase of Service		110,000	25,000		135,000	129,408	0	129,408	5,
Expenses		5,000			5,000	2,308	0	2,308	2,
	$ 0	$ 162,937	$ 25,000	$ 0	$ 187,937	$ 179,652	$ 0	$ 179,652	$ 8,
Personnel Board									
Salaries		$ 1,127	550		$ 1,677	$ 1,417	$ 0	$ 1,417	$
Merit Bonus		$ 7,500	0		$ 7,500	$ 800	$ 0	$ 800	$ 6,
	$ 0	$ 8,627	$ 550	$ 0	$ 9,177	$ 2,217	$ 0	$ 2,217	$ 6,
Assessors									
Salaries		$ 199,523			$ 199,523	$ 196,928	$ 0	$ 196,928	$ 2,
Purchase of Service		25,000			25,000	8,638	16,000	24,638	
Expenses		12,480			12,480	9,556	0	9,556	2,
Capital Outlay		1,000			1,000	0	0	0	1,
	$ 0	$ 238,003	$ 0	$ 0	$ 238,003	$ 215,122	$ 16,000	$ 231,122	$ 6,

TOWN OF NEEDHAM
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
YEAR ENDED JUNE 30, 1996

	Approp. Continued	Annual T.M. Approp.	Reserve or Special T.M. Transfers	Less Cont. Approp. to FY 1997	Total Avail. for Expend.	Expended Disburse.	Expended Open Enculmb.	Expended Total	Unexpend Return to Surplus
Department of Finance									
Salaries		$ 641,818			$ 641,818	$ 622,806	$ 0	$ 622,806	$ 19,012
Purchase of Services		319,030	6,648		325,678	257,224	55,500	312,724	12,954
Expenses		81,720			81,720	70,466	0	70,466	11,254
Capital Outlay		40,650	7,000		47,650	37,451	10,118	47,569	81
	$ 0	$ 1,083,218	$ 13,648	$ 0	$ 1,096,866	$ 987,947	$ 65,618	$ 1,053,565	$ 43,301
Finance Committee									
Salaries		$ 13,218			$ 13,218	$ 13,217	$ 0	$ 13,217	$ 1
Expenses		500			500	260	0	260	240
Reserve Fund		264,498	(264,498)		0	0	0	0	0
	$ 0	$ 278,216	$ (615,978)	$ 0	$ 19,531	$ 13,243	$ 0	$ 13,243	$ 6,288
Retirement									
Salaries		$ 46,740			$ 46,740	$ 39,976	$ 0	$ 39,976	$ 6,764
Purchase of Service		2,200			2,200	2,200	0	2,200	0
Expenses		3,400			3,400	3,400	0	3,400	0
	$ 0	$ 52,340	$	$	$ 52,340	$ 45,576	$ 0	$ 45,576	$ 6,764
Education									
Salaries	$	$ 17,812,877	$ 91,934	$	17,904,811	$ 17,904,582	$ 0	$ 17,904,582	$ 229
Purchase of Service		2,296,928	(117,228)		2,179,700	2,107,504	72,180	2,179,684	16
Expenses		686,721	13,979		700,700	699,835	860	700,695	5
Capital Outlay		243,569	(24,069)		219,500	219,402	0	219,402	98
	$ 0	$21,040,095	$ (35,384)	$ 0	$ 21,004,711	$ 20,931,323	$ 73,040	$21,004,363	$ 348
School Building Maintenance									
Salaries	$	$ 1,367,390	$ (19,890)	$	1,347,500	$ 1,347,488	$ 0	$ 1,347,488	$ 12
Purchase of Service		941,076	34,124		975,200	975,108	0	975,108	92
Expenses		123,100	32,800		155,900	155,824	0	155,824	76
Capital Outlay		29,700	16,600		46,300	46,254	0	46,254	46
	$ 0	$ 2,461,266	$ 63,634	$ 0	$ 2,524,900	$ 2,524,900	$ 0	$ 2,524,674	$ 226
Police									
Salaries,		$ 2,523,074	$ 194,048		$ 2,717,122	$ 2,672,103	$ 0	$ 2,672,103	$ 45,019
Purchase of Services		80,783			80,783	70,758	0	70,758	10,025
Expenses		141,642			141,642	107,960	8,193	116,153	25,489
Capital Outlay		69,800	(60,400)		9,400	9,400	0	9,400	0
	$ 0	$ 2,815,299	$ 133,648	$ 0	$ 2,948,947	$ 2,860,221	$ 8,193	$ 2,868,414	$ 80,533
Fire									
Salaries	$	$ 3,633,259	$		$ 3,633,259	$ 3,552,692	$ 0	$ 3,552,692	$ 80,567
Purchase of Services		45,213	5,000		50,213	49,384	0	49,384	829
Expenses		155,570	(5,000)		150,570	135,488	0	135,488	15,082
Capital Outlay		5,850			5,850	5,800	0	5,800	50
	$ 0	$3,839,892	$ 0	$ 0	$ 3,839,892	$ 3,743,364	$ 0	$ 3,743,364	$ 96,528
Civil Defense									
Salaries		$ 3,000			$ 3,000	$ 2,694	$ 0	$ 2,694	$ 306
Purchase of Service		11,925	1,200		13,125	12,895	0	12,895	230
Expenses		3,075	(1,200)		1,875	1,083	0	1,083	792
	$ 0	$ 18,000	$ 0	$ 0	$ 18,000	$ 16,672	$ 0	$ 16,672	$ 1,328
Building									
Salaries		$ 176,455			$ 176,455	$ 174,365	$ 0	$ 174,365	$ 2,090
Expenses		1,260	1,000		2,260	1,052	0	1,052	1,208
Capital Outlay		5,847	(1,000)		4,847	3,972	0	3,972	875
Purchase of Service		0			0	0	0	0	0
	$ 0	$ 183,562	$ 0	$ 0	$ 183,562	$ 179,389	$ 0	$ 179,389	$ 4,173

TOWN OF NEEDHAM
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
YEAR ENDED JUNE 30, 1996

	Approp. Continued	Annual T.M. Approp.	Reserve or Special T.M. Transfers	Less Cont. Approp. to FY 1997	Total Avail. for Expend.	Expended Disburse.	Expended Open Enculmb.	Expended Total	Unexpend Return to Surplus
Public Works									
Salaries		$ 2,041,988	$ 35,000		$ 2,076,988	$ 2,046,228	$ 0	$ 2,046,228	$ 30,760
Purchase of Service	30,000	1,241,251		18,750	1,252,501	1,237,771	1,398	1,239,169	13,332
Expenses		320,960			320,960	310,208	400	310,608	10,352
Capital Outlay		0			0	0	0	0	0
Snow & Emergency Salaries		70,000	100,000		170,000	194,578	0	194,578	(24,578)
Snow & Emergency Expense		80,000	86,800		166,800	252,921	0	252,921	(86,121)
	$ 30,000	$ 3,754,199	$ 221,800	$ 18,750	$ 3,987,249	$ 4,041,706	$ 1,798	$ 4,043,504	$ (56,255)
Gen'l Gov't Building Maintenance									
Salaries		$ 166,815	$ 4,500		$ 171,315	$ 171,315	$ 0	$ 171,315	$ 0
Purchase of Service		200,227	2,000		202,227	187,767	14,460	202,227	0
Expenses		50,970	13,691		64,661	63,711	950	64,661	0
Capital Outlay		4,000			4,000	4,000	0	4,000	0
	$ 0	$ 422,012	$ 20,191	$ 0	$ 442,203	$ 426,793	$ 15,410	$ 442,203	$ 0
Board of Health									
Salaries		$ 197,643			$ 197,643	$ 189,170	$ 0	$ 189,170	$ 8,473
Expenses	7,490	94,441		7,490	94,441	89,990	0	89,990	4,451
Purchase of Services		7,550	(600)		6,950	5,507	0	5,507	1,443
Capital Outlay		0	600		600	0	0	0	600
	$ 7,490	$ 299,634	$ 0	$ 7,490	$ 299,634	$ 284,667	$ 0	$ 284,667	$ 14,967
Veterans Services									
Salaries		$ 36,723			$ 36,723	$ 36,723	$ 0	$ 36,723	$ 0
Expenses		3,200			3,200	2,917	0	2,917	283
Benefits		31,000			31,000	5,503	0	5,503	25,497
	$ 0	$ 70,923	$ 0	$ 0	$ 70,923	$ 45,143	$ 0	$ 45,143	$ 25,780
Youth Commision									
Salaries		$ 109,877	$		$ 109,877	$ 99,000	$ 0	$ 99,000	$ 10,877
Purchase of Service		2,140	750		2,890	2,838	0	2,838	52
Expenses		2,650	(750)		1,900	1,890	0	1,890	10
Capital Outlay		0			0	0	0	0	0
	$ 0	$ 114,667	$ 0	$ 0	$ 114,667	$ 103,728	$ 0	$ 103,728	$ 10,939
Council on Aging									
Salaries		$ 157,722			$ 157,722	$ 152,399	$ 0	$ 152,399	$ 5,323
Purchase of Service		11,500			11,500	10,756	0	10,756	744
Expenses		3,800			3,800	3,625	0	3,625	175
Capital Outlay		0			0	0	0	0	0
	$ 0	$ 173,022	$ 0	$ 0	$ 173,022	$ 166,780	$ 0	$ 166,780	$ 6,242
Comm. on Disabilities									
Expenses	780	$ 513		439	$ 854	$ 801	$ 50	$ 851	$ 3
	$ 780	$ 513	$ 0	$ 439	$ 854	$ 801	$ 50	$ 851	$ 3
Planning Board									
Salaries		$ 88,371	$		$ 88,371	$ 85,941	$ 0	$ 85,941	$ 2,430
Purchase of Service	4,500	2,960			7,460	7,460	0	7,460	0
Expenses		1,947			1,947	1,492	350	1,842	105
Capital Outlay		0			0	0	0	0	0
	$ 4,500	$ 93,278	$ 0	$ 0	$ 97,778	$ 94,893	$ 350	$ 95,243	$ 2,535
Conservation Commission									
Salaries		$ 14,083			$ 14,083	$ 14,083	$ 0	$ 14,083	$ 0
Purchase of Services		3,429			3,429	1,249	2,000	3,249	180
Expenses		1,146			1,146	1,132	0	1,132	14
Capital Outlay		0			0	0	0	0	0
	$ 0	$ 18,658	$ 0	$ 0	$ 18,658	$ 16,464	$ 2,000	$ 18,464	$ 194
Board of Appeals									
Salaries		$ 5,385			$ 5,385	$ 5,383	$ 0	$ 5,383	$ 2
Expenses		3,350	200		3,550	2,094	0	2,094	1,456
Capital Outlay		0			0	0	0	0	0
	$ 0	$ 8,735	$ 200	$ 0	$ 8,935	$ 7,477	$ 0	$ 7,477	$ 1458

TOWN OF NEEDHAM
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
YEAR ENDED JUNE 30, 1996

	Approp. Continued	Annual T.M. Approp.	Reserve or Special T.M. Transfers	Less Cont. Approp. to FY 1997	Total Avail. for Expend.	Expended Disburse.	Expended Open Enculmb.	Expended Total	Unexpend Return to Surplus
Historical Commission									
Expenses		$ 513			$ 513	$ 77	$ 436	$ 513	$ 0
	$ 0	$ 513	$ 0	$ 0	$ 513	$ 77	$ 436	$ 513	$ 0
Library									
Salaries	$	$ 536,573	$ (9,500)		$ 527,073	$ 519,836	$ 0	$ 519,836	$ 7,237
Purchase of Service		31,500	500		32,000	32,000	0	32,000	0
Books and Periodicals		88,000	5,000		93,000	93,000	0	93,000	0
Expenses		9,580			9,580	9,568	0	9,568	12
Capital Outlay		0			0	0	0	0	0
	$ 0	$ 665,653	$ (4,000)	$ 0	$ 661,653	$ 654,404	$ 0	$ 654,404	$ 7,249
Park and Recreation									
Salaries		$ 277,558			$ 277,558	$ 251,286	$ 0	$ 251,286	$ 26,272
Purchase of Service		24,778			24,778	22,205	0	22,205	2,573
Expenses		23,347			23,347	23,183	0	23,183	164
Capital Outlay		5,000			5,000	0	5,000	5,000	0
	$ 0	$ 330,683	$ 0	$ 0	$ 330,683	$ 296,674	$ 5,000	$ 301,674	$ 29,009
Memorial Park									
Expenses	$	$ 500	$ 0	$ 0	$ 500	$ 468	$ 0	$ 468	$ 32
	$ 0	$ 500	$ 0	$ 0	$ 500	$ 468	$ 0	$ 468	$ 32
Grand Total	$ 42,770	49,042,079	$ (79,479)	$ 31,679	$ 48,973,691	$ 47,798,507	$ 363,230	$48,161,737	$811,954

TOWN OF NEEDHAM
WATER ENTERPRISE FUND STATEMENT OF APPROPRIATIONS AND EXPENDITURES
YEAR ENDED JUNE 30, 1996

	Approp. Continued	Annual T.M. Approp.	Reserve or Special T.M. Transfers	Less Cont. Approp. to FY 1997	Total Avail. for Expend.	Expended Disburse.	Expended Open Enculmb.	Expended Total	Unexpend Return to Surplus
Water Department									
Salaries		$ 472,549	10,000		$ 482,549	$ 488,473	$ 0	$ 488,473	$ (5,924)
Purchase of Service		229,891	20,000		249,891	255,454	495	225,949	23,942
Expenses		121,255	40,000		161,255	159,368	0	159,368	1,887
Capital Outlay		20,000			20,000	11,742	0	11,742	8,258
MWRA Assessment		130,000	(9,545)		120,455	120,455	0	120,455	0
Emergency		0	20,000		20,000	34,708	0	34,708	(14,708)
	$ 0	$ 973,695	$ 80,455	$ 0	$ 1,054,150	$ 1,040,200	$ 495	$ 1,040,695	$ 13,455

TOWN OF NEEDHAM
SEWER ENTERPRISE FUND STATEMENT OF APPROPRIATIONS AND EXPENDITURES
YEAR ENDED JUNE 30, 1996

	Approp. Continued	Annual T.M. Approp.	Reserve or Special T.M. Transfers	Less Cont. Approp. to FY 1997	Total Avail. for Expend.	Expended Disburse.	Expended Open Enculmb.	Expended Total	Unexpend Return to Surplus
Sewer Department									
Salaries		$ 413,959			$ 413,959	$ 332,546	$ 0	$ 332,546	$ 81,413
Purchase of Service		94,779			94,779	93,179	0	93,179	1,600
Expenses		59,300			59,300	53,235	1,194	54,429	4,871
Capital Outlay		0			0	0	0	0	0
MWRA Assessment		3,130,000	338,741		3,468,741	3,468,741	0	3,468,741	0
Emergency		0	20,000		20,000	31,941	0	31,941	(11,941)
	$ 0	$ 3,698,038	$ 358,741	$ 0	$ 4,056,779	$ 3,979,642	$ 1,194	$ 3,980,836	$ 75,943

REFERENCE

TOWN OFFICIALS

Moderator
Richard P. Melick '97

Selectmen
Paul Theodore Owens, Chairman '97
William M. Powers '97
Daniel P. Matthews '98
John D. Marr, Jr. '99
John H. Cogswell '99

Town Clerk
Theodora K. Eaton '98

Assessors
Richard W. Finnegan, Chairman '97
John F. Milligan '98
Thomas J. Mulhern '99

School Committee
Gerald A. Wasserman, Chairman '99
Pail F. Denver '97
David Summergrad '97
Irwin Silverstein '97
Joseph A. Thissell '98
Karl Clauset '98
Susan Welby '99

Park and Recreation Commission
Philip V. Robey, Chairman '99
Thomas J. Conroy '97
Richard P. Weitzen '97
Jeffrey I. Meropol '98
James F. Sargent '98

Trustees of Memorial Park
John J. Logan, Jr. Chairman '97
Arthur M. Tiernan '97
Charles J. Mangine '98
Ron Sockol '98
John S. Ga!lello '99

Planning Board
Paul Killeen, Chairman '99
David G. Gerber '97
Maurice P. Handel '97
Devra G. Bailen '98
Frank S. Gallello '01

Board of Health
Saul Adams '97 Chairman
A. Raymond Taurasi '98
Edward V. Cosgrove '99

Housing Authority
Paulette J. Turner Chairman '00
Edward S. Cahalane '97
Richard W. Gatto '98
Charles H. Cahill, Jr '99
Sharon C. O'Brien '01

Commissioners of Trust Funds
David S. Kennedy '98, Chairman
Robert W. Cutts '97
Michael M. Monahan '99

Trustees of Public Library
Sally B. Powers, Chairman '99
Emily Salaun '97
Gregory J. Shesko '97
Lois C. Bacon '98
Gail B. Hedges '98
Lois F. Sockol '99
Thomas M. Harkins '99

Constables
Andrew Carson '97
Walter A. Wright '97

APPOINTED BY THE SELECTMEN

Town Administrator
Carl F. Valente

Director of Finance
Robert Addelson

Treasurer and Tax Collector
Evelyn M. Poness

Town Comptroller/Cheif Procurement Officer
John F. Krause

Director of MIS
Robert W. Burke

Town Counsel
David S. Tobin

Personnel Director
Kate Fitzpatrick

Director of Public Works
Richard P Merson

Town Engineer
David F. Greenwood

Division Superintendents
Park-John Cusick
Water/Sewer - James J. Courchaine
Highway - Roger A. Stolte
Garage - Stephen J. Hawes

Police Chief and Keeper of the Lockup
William G. Slowe

Truant Officer
William P. Matthies

Animal Control Officer
Harry Greenlaw

Fire Chief and Superintendent of Fire Alarm/Forest Warden
Robert A. DiPoli

Director of Emergency Management
Charles J. Rizzo

District Director of Veterans' Services/Veterans' Burial Agent/Veterans'Graves Officer
John J. Logan, Jr

Inspector of Buildings
Armand H. Lavigne

Local Building Inspector
Daniel P. Walsh
David Berg (sub)
Paul Miller (sub)

Inspector of Wiring
Ernest J. Hohengasser
James Trudeau (sub)
Richard Greaves (sub)
John Anzivino

Inspector of Plumbing and Gas
Andrew Brown
Robert Hapuman (sub)
Tim Sullivan (sub)

Measurer of Bark and Wood
Arthur Coughlin

Sealer of Weights and Measures
William James Whalen

Data Processing Advisory Board
Irwin Weiss, Chairman
Robert Addelson
John R. Allison
Charles Barbagallo
Karen Brown
Robert W. Burke
Paul Messias
Peter van Amson

Registrars of Voters
John W. Day, Chairman
Barbara Doyle
Mary J. McCarthy
Theodora K. Eaton, ex-officio

Board of Appeals
William J. Tedoldi, Chairman
Michael A, Crowe
Jon Schneider
Susan Glazer, Associate
Robert T. Smart, Jr. Associate

Conservation Commission
Roy A., Cramer, Chairman
Alan Brand
William C. Ely
John D. Marr, Jr.
Marsha Salett
Carl Shapiro
Lisa A. Standley

Solid Waste Disposal and Recycling Advisory Committee
David Klebanoff, Chairman
Mary Jane Baker
Robert C. Davis
William Dermody
John Frankenthaler
Robert A. MacEwen
Barbara Popper
Stephen Popper
Rachael Spector

Historical Commission
Norman A. Homsy, Chairman
Carol J. Boulris
Leslie G. Crumbaker
Elizabeth Rich
Dorothy D. Shearman

Annual Town Report Committee
Jane A. Howard
Carl F. Valente

Human Rights Committee
Bobbie Alicen
Herman Brown
Thomas Conroy
Bud Cederholm
Foster Crook
Trudi Farnham
Helen Hicks
George H. Irish, Jr.
Miriam Kronish
Wayne Purnell
Bahi Reda
A. Fay Remnitz
William G. Slowe
Richard Valcovic

Cultural Council
Robert Enos
Ellen Hunt
Trude Ide
Rita Minihan
Harriet D. Tippett
Karen Wood

Cable Television Advisory Committee
Jon Tampkin, Chairman
Siben Dasqupta
John Fountain
Arnold M. Goldstein
John J. Logan, Jr.
James Modena

Ad Hoc Insurance Advisory Committee
Albert H. Shapiro, Chairman
Richard Davis
Niels H. Fischer
William H. Niblock, Jr.
Arthur C. Coughlin
Paul Winnick

hen Palmer Rent Review and Tenent ction Committee
Petrini
cia Forte
ert T. Heald

nmission on Disabilities
ne Saunders, Co-Chair
reen T. Gallagher, Co-Chair
k DerSarkesian
rude Farnham
ie Martin
es A. Mayo
F. Valente

ndfill Reuse Committee
y Jane Baker
than Davis
iam Dermody
ert MacEwen

sical and Biological Sciences Committee
yDilys Anderson
id Bellinger
rew Bogdan
mas Fuller
n D. Genova
ey Kleiman
D. Leskowitz
ert T. Smart, Jr.
n Silverstein
r Valberg

ter and Sewer Rate ucture Committee
nie Tower, Chairman
n Cogswell
ard Coleman
Cooley
n D. Marr, Jr
ald Rovner
ley Stanzin

ver Enterprise Fund Committee
id Devine, Chairman
Attridge
thia Chaston
cesco DeVito
ge H. Hoffmeister
ald Ruth
y Smith
F. Valente (ex-officio)

POINTED BY THE MODERATOR

ance Committee
mas H. Hannigan, Chairman
reen Corcoran
ald P. Culgin
es G. Healy
n M. Hession
T. Milligan
d Peckham
n P. Ryan
G. Smith

sonnel Board
ard Creem, Chairman
es Brierley
es Bucking
tz Henkoff
iam J. Miles

POINTED BY THE ELECTED AND POINTED BOARDS

perintendent of Schools
icia Ruane

nning Director
Newman

k and Recreation Director
icia M. Carey

rary Director
MacFate

ministrative Assessor
es C. Weidenfeller

Director of Public Health
Frederic L. Cantor

Executive Director, Council on Aging
Ann L. Hartstein

Director of Youth Commission
Jon Mattleman

Environment Health Agent
Paul X. Burt

Assistant Town Clerk
Louise MacLean

Director of Municipal Building Maintenance
Mark Lafleur

Contributory Retirement Board
(under vote of Town 11/3/36)
Evelyn Poness, by Selectmen Chairman,
J. Darrison Sillesky, by member of the Retirement Board
Thomas A. Welch, II, by vote of employees and retirees

Council on Aging
Roma Jean Brown, by Library Trustees, Chairman
William T. Burke, by Selectmen
Elizabeth Casey by Board of Health
Morris Dettman by Selectmen
Trudi J. Farnham by Housing Authority
Helen Hicks by Selectmen
Eleanor Jacques by Selectmen
Mary C. Lyons by Selectmen
Vivian D. McIver by Selectmen
George Shannon by Park and Recreation
Nina Silverstein by School Department
Betsy Tedoldi by Selectmen

Future School Needs Committee
James Lamenzo, by Moderator Chairman
Mary Riddell by League of Women Voters
Rita Minahan by Moderator
Loretta O'Grady by PTC President's Council
Jill Owens by Selectmen
Roger Toran by Planning Board

Youth Commission
Charlotte Sidell, by Moderator, Chairman
Thomas Lambert, by Police Chief
David A. McGuire by School Committee
Colleen F. Schaller by Park and Recreation
Barbara Popper by Finance Committee
Deborah Winnick by Selectmen
Brian Heneghan by School Department
Sarah Hughes by School Department

Transportation Committee
Jane Howard by Moderator, Chairman
Duncan Allen by Selectmen
Nell O. Alper by Planning Board
Richard Creem, by Selectmen
William T. Noonan by Planning Board

Design Review Board
Stephen Tanner, Chairman
Bradford Barnes
Eugene R. Bolinger
Paul K. Cooley
Dori B. Mock
Jeffrey M. Sackowitz
Robert F. Wear

Parking Facilities Study Committee
(Article 4, 1986 Special Town Meeting, last continued Article 69, 1996)
Nell O. Alper
John P. Connelly
James Glickman
Stuart Grief
George Guinta
John D. Marr, Jr.

Community Center Study Committee
(Article 37 1991, last continued Article 67, 1996)
Helen Jursek, by Finance Committee, Chairman
Patricia M. Carey, by Park and Recreation
William Dermody by Selectmen
Keith McClelland by Selectmen
Catherine Parnell by School Committee
Lois Sockol by Library Trustees
Betsy Tedoldi by Council on Aging

Municipal Building Maintenance Board
Patricia Carey
Ann MacFate
Richard P. Merson
Patricia Ruane
Carl Valente

Permanent Public Building Committee
Robert Wear, Chairman
Cynthia Chaston
John Connelly
George Kent
Gary Petrini
Edward Quinlan
Steven Rosenstock

TOWN MEETING MEMBERS

Town Meeting Members at Large

Melick, Richard P.	1516 Central Avenue
Eaton, Theodora K.	51 Bonwood Road
Owens, Paul Theodore	31 Hamlin Lane #B31
Matthews, Daniel, P.	31 Rosemary Street
John H. Cogswell	1479 Great Plain Avenue
Marr, John D., Jr.	70 Greendale Avenue
William M. Powers	47 Scott Road
Finnegan, Richard W.	16 Stockdale Road
Adams, Saul	1206 Great Plain Avenue
Sally B. Powers	47 Scott Road
Robey, Philip V.	12 Fletcher Road
Killeen, Paul	66 Henderson Street
Wasserman, Gerald A.	80 Rolling Lane
Logan, John J. Jr.	277 Warren Street

PRECINCT A

1999

Dan P. Clemens	17 Elder Road
Richard S. Creem	12 Gary Road
Kathryn L. D'Addesio	210 Hillside Aveneue
Jennifer Peck Fainberg	23 Lynn Road
Candida P. Monteith	71 Hillside Avenue
Ira A. Nagel	57 Noanett Road
Morton S. Parker	3 Wayne Road
Elsie Robinson	127 Noanett Road
Irwin Silverstein	44 Reservoir Avenue

1998

Michael H. Gurwitz	361 CentralSteet
Robert E. Hoban, Jr.	104 HunnewellStreet
Richard S. Luskin	53 Wayne Road
Bruce Monteith	71 Hillside Avenue
Margaret T. Powers	16 Cottage Avenue
Blanche D. Randall	62 Noanett road
Sydney Randall	62 Noanett Road
Herbert Robinson	127 Noanett Road
Paulette J. Turner	36 Capt. Robert Cook Drive

1997

John D. Genova	11 Jennifer Circle
Richard D. Lempitski	23 River Park Street
Beverly E. Luskin	53 Wayne Road
Donald J. Newman	82 Noanett Road
Sylvia Shuman	29 Yale Road
Louise P. Swanson	20 Lakin Street
George Tarallo	76 Ardmore Road
Doris O. Waldstein	20 Wayne Road

Precinct B

1999

George Baierlein	50 Nardone Road
Robert D. Friedman	20 Glendale Road
Susan M. Glazer	64 Booth Street
Jason L. Levy	207 Rosemary Street #4
Elizabeth Ann Mills	177 Jarvis Circle
Steven Rosenstock	44 Bess Road
William L. Sweet	361 West Street
Harriett D. Tippett	78 Clarke Circle
Frederick Waldman	86 Damon Road

1998

Deborah H. Anastas	165 Brookside Road
Trudi R. Ide	160 Brookside Road
Sandra E. Jaszek	18 Crescent Road
Lorretta O'Grady	27 Rolling Lane

REFERENCE

Meredith P. Page	19 Glendale Road
A. Fay Remnitz	56 Pershing Road
John D. Woodley	95 Clarke Road

1997

Alfred S. Coren	113 Hunnwell Street
William E. Duncan	18 Pine Grove Street
Ethan F. Fener	40 Tanglewood Road
John J. Frankenthaler	33 Brookside Road
Albert E. Mills	177 Jarvis Circle
John R Monihan	89 Glendale Road
Richard B. Moody	22 Parish Road
Richard B. Remnitz	56 Pershing Road
John F. Waylan, Jr	297 West Street

PRECINCT B

1999

Russell S. Broad, Jr.	94 Mayflower Road
Laurence G. Eaton	51 Bonwood Road
John W. Lebourveau	865 Central Avenue #G303
Sheila G. Pransky	100 Mayflower Road
Lois Sockol	100 Mackintosh Avenue
Ron Sockol	100 Mackintosh Avenue
Sarah Ann Toran	945 Central Avenue
Kurt H. Wulff	486 Grove Street

1998

Stanton H. Davis	54 Mackintosh Avenue
William H. Dugan, Jr.	29 Pine Street
Christine M. Harvey	80 Mackintosh Avenue
Everett E. Hicks	8 Howe Road
Judith S. Lebow	73 Mackintosh Avenue
Rita A. Russian	39 Alden Road
Linda A. Shaughnessy	37 Standish Road
J. Darrison Sillesky	865 Central Avenue #E401

1997

Jan D. Campbell	461 Charles River Street
Eugene S. Ciolfi	70 Bonwoood Road
Patrick J. Hyland	73 Stewart Road
Helen R.Jekowsky	530 High Rock Street
Daniel L. Lintz	71 Fuller Brook Avenue
David W. Lombard	44 Colonial Road
Daniel P. Messing	1725 Great Plain Avenue
Mary J.P.O'Brien	27 Carol Road
Mertina L. Scharback	94 Oxbow Road
Johnathan D. Tamkin	60 Bonwood Road

Precinct D

1999

Lois C. Bacon	29 Harding Road
Carol Johnson Boulris	203 Country Way
Jonathan M. Davis	2 Woods End
Patricia A. Forte	80 Maple Street
Christine H. Miara	36 Marked Tree Road
Dori B.Mock	268 Marked Tree Road

1998

Joan E. Adams	1206 Great Plain Avenue
Bradford S. Barnes	210 Charles River Street
Kathy L. Killeen	66 Henderson Street
Elizabeth B. Kloss	1200 Great Plain Avenue
Kathleen M. Lewis	99 Linden Street
Ronald L. Morrison	110 Country Way
A.Raymond Taurasi	119 Barrett Street
Patricia A.Taurasi	119 Barrett Street
Diane S.Webber	44 Oakcrest Road

1997

Karl H.Clauset, Jr.	69 Sylvan Road
Cynthia L.Conturie	96 Robinwood Avenue
Ilene Hoffman	77 Robinwood Avenue
Roger B.Hunt	969 South Street
Charles W.Keith	223 Linden Street
Christina W. Millet	623 Chestnut Street
Robert Todd Pratt	81 Sylvan Road
Thomas F. Soisson	128 Maple Street

Precinct E

1999

Roy A. Cramer	137 Bradford Street
Jane A. Howard	119 Green Street
Jeffery A. Kleiman	103 Lawton Road
Ford H. Peckham	26 Lawton Road
Maryruth Perras	42 Oakhurst Circle
David Summergrad	62 Green Street
Carol A. Tracy	1087 Webester Street
Martain L. B. Walter	217 Edgewater Drive

1998

Gregory H. Birne	71 Gayland Road
Roma Jean Brown	30 Edgewater Lane
Lawrence R.Cummings	27 South Street
Ann Dermarderosian	130 Fox Hill Road
Elinor R. Devlin	41 Laurel Drive
Linda J. George	110 South Street
Cindy B. Levine	119 Bradford Street

1997

Mary Jane Baker	914 Webster Street
Frederick E. Barstow	86 Livingston Circle
Cynthia I. Chaston	119 Fox Hill Road
John P. Connelly	40 Green Street
Linda J. Novak	20 Old Farm Road
Gary J. Uhl	16 Emerson Place
Andrea Jan Wizer	7 Emerson Road

PRECINCT F

1999

John G. Bonvouloir	3 Carey Road
David R.Cox	9 Morton Street
Gilbert W.Cox Jr.	49 Colonial Road
Thomas M. Harkins	24 May Street
John F. Milligan	25 Blacksmith Drive
James Hugh Powers	263 Nehoiden Road
Ellen T. Sherman	145 Meadowbrook Road
Kathleen D. Whitney	75 Kingsbury Street

1998

Susan M. Anderson	93 Garden Street
Richard W. Davis	233 Nehoiden Street
Bernard H. Ford	108 Garden Street
Maurice P. Handel	3 Rosemary Street
John J. Naughton, Jr.	61 Warren Street
Gregory John Shesko	70 May Street

1997

Meg Hale	48 Meadowbrook Road
Elizabeth M. Keil	43 Kingsbury Street
Edith B. Martin	21 Newell Avenue
Donnell F. O'Duggan	125 Meadowbrook Road
Deborah L. Roberts	95 Fair Oaks Park
Arthur M. Tiernan, Jr.	21 Warren Street
Deborah S. Winnick	12 Mallard Road

PRECINCT G

1999

Patricia B. Buckley	155 Fair Oaks Park
Frank S. Gallello	29 Howland Street
Thomas M. Hefferon	43 Bradford Street
William R. Herd III	146 Warren Street
Caroline D. Murray	156 Fair Oaks Park
Paul O'Connor	108 Wilshire Park
Kathleen J. O'Keeffe	49 Coolidge Avenue
Jill E. Owens	98 Wilshire Park

1998

Susan W. Abbott	60 Otis Street
Robert T. Heald	86 Eaton Road
George L. Keleher	383 Manning Street
David S. Kennedy	3 Plymouth Road
Mary Ann Oldfield	260 Warren Street
Barbara K. Popper	31 Wilshire Park
Sheila G. Pulver	24 Bradford Street
Robert T. Smart, Jr	25 Mayo Avenue

1997

Richard DeMeis	126 Powers Street
Karl P. Heinz	132 Lincoln Street
Michael J. Litchman	78 Coolidge Avenue
Helen Jursek	45 Grant Street
Ronald W. Ruth	248 Warren Street
Marha C. Salett	21 Eaton Road
Richard B. Weitzen	66 Eaton Road
Susan Welby	857 Webster Street

PRECINCT H

1999

Therese A. Buckley	42 Broad Meadow Road
David F. Devine	141 Dawson Drive
Jean W. Hutchinson	240 Broad Meadow Road
Robert Y. Larsen	150 Tudor Road
Marjorie M. Margolis	20 Mann Avenue
Mark McDonough	173 Fairfield Street
Peter J. Meade	1085 Greendale Avenue
Edward B. Murphy	9 Grosvenor Road

1998

John E. Comando	54 Norwich Roa
James S. Harrington	105 Broad Meadow Roa
Nancy E. McCarthy	29 Sterling Roa
Caroline Q. McElroy	24 Woodbury Driv
Eugene S. McMorrow	22 DeFrancesco Circ
Leroy L Nutile	60 Tudor Roa
Joseph A. Thissell	234 Valley Roa
Barbara R. Wilmot	103 Hillcrest Roa

1997

Michael E. Flanagan	196 Valley Roa
Peter Friedenberg	42 Douglas Roa
Ellen M. Grady	34 Whittier Roa
Daniel J. Kumin	50 Highgate Stre
Peter E. McElroy	24 Woodbury Driv
Elizabeth L. Rich	43 Rybury Hillwa
Ellen A. Shapiro	787 Greendale Avenu

PRECINCT I

1999

Paul H. Attridge	59 Powers Stre
Nicholas J. Day	35 Morley Stre
William C. Ely	14 Hillcrest Roa
David C. Gerber	3 Holmes Stre
Elizabeth A. Giles	188 Highgate Ste
Suzanne D. Hughes	6 Morningside Ro
Maureen T. McCaffrey	285 Manning Stre
David L. Tannozzini	57 Melrose Avenu

1998

Joanne Aliber	123 Beaufort Aven
Neil O. Alper	245 Brookline Stre
Susan M. Burt	67 Washington Avenu
Robert E. Chase	74 Washington Avenu
John W. Day	35 Morley Stre
Paul F. Denver	7 Beaufort Avenu
Michele M. McQuillen	9 Holland Terra

1997

Gerald R. Browne	242 Hillcrest Roa
Alan D. Burt	67 Washington Avenu
Mary Lynn Hamlin	137 Hawthorn Avenu
Keith M. McClelland	110 Brookline Stre
Elaine E. Messias	38 Fairfax Ro
Erna J. S. Place	38 Edgewood Stre
Gabriel H. Teninbaum	81 Powers Stre
Maura O. Walsh	49 Colby Stre

PRECINCT J

1999

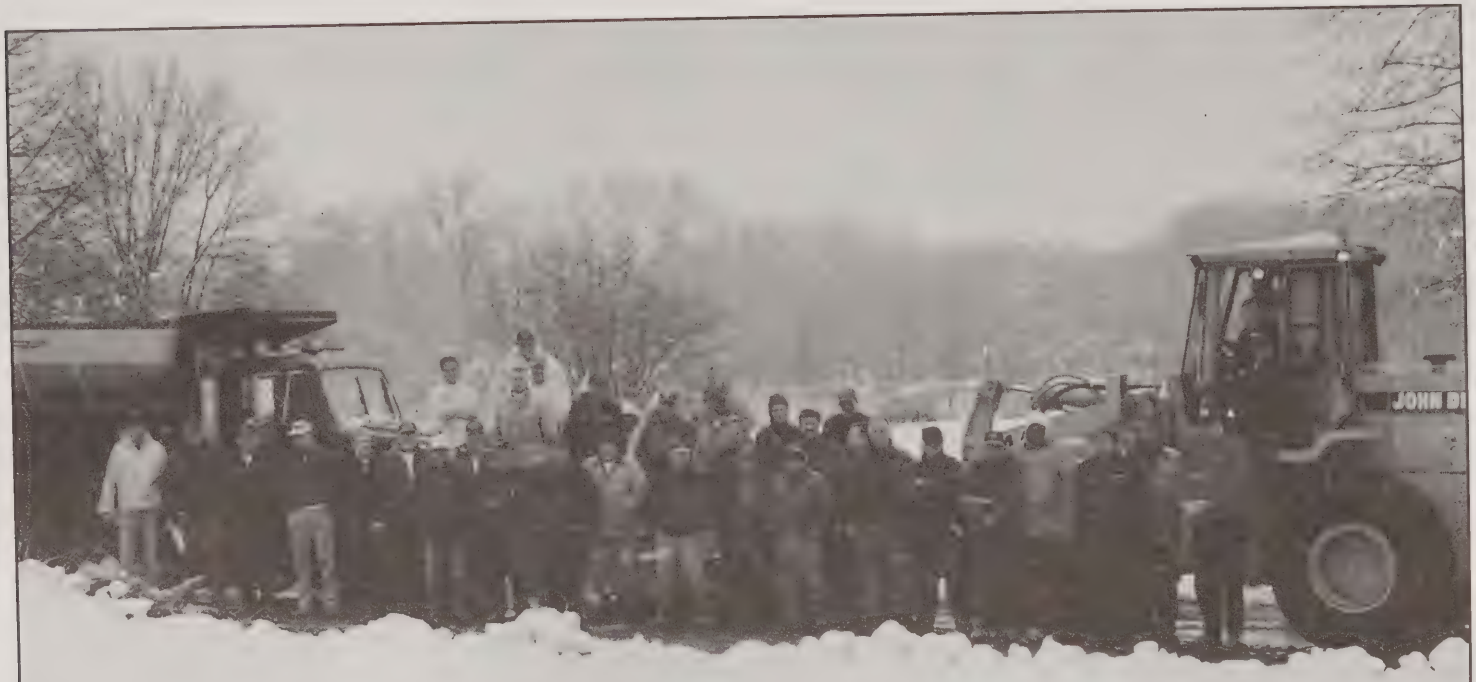
John F. Connell	61 Lexington Avenu
Deborah A. Coyle	16 Lexington Avenu
Brian J. Hallahan	134 Richdale Ro
Jo-Ann Miles	9 Park Aven
William J. Miles	9 Park Aven
George F. Skinner	118 Manning Stre
Betsy M. Tedoldi	68 High Stre
Bonnie Jean Tower	55 Burnside Ro

1998

William R. Dermody	12 Concord Stre
John J. Gill	36 Homestead Pa
James Glickman	38 Bennington Stre
Michael Y. Greis	384 Webster Stre
Marcia C. Mather	179 Paul Revere Ro
Emily M. Salaun	101 Tower Aven
Lynne D. Stern	117 Hoover Ro
Laurel C. Zangerl-Salter	42 Lexington Aven

1997

Susan B. Condon	409 Webster Stre
Foster S. Crook	3 Thorpe La
Suzanne M. Doisneau	32 Hoover Ro
Barbara J. Downs	51 Virginia Ro
Robert A. Downs	51 Virginia Ro
Amy T. Goldman	73 Dunster Ro
Alfred J. Murphy	12 Mark Lee Ro
Margaret A. Tucker	419 Webster Stre



Town of Needham
Department of Public Works
April 1996

SPECIAL TOWN MEETING

WARRANT

TOWN OF NEEDHAM

MONDAY, NOVEMBER 20, 1995

7:30 P.M.

NEWMAN SCHOOL

CENTRAL AVENUE **NEEDHAM**

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in Elections and in Town affairs to meet at the Newman Elementary School in said Town on

MONDAY, THE TWENTIETH OF NOVEMBER 1995

at seven-thirty in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: AMEND FISCAL YEAR 1996 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1996 Operating Budget, adopted under Article 16 at the 1995 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 2: APPROPRIATE TO STABILIZATION FUND

To see if the Town will vote to raise and appropriate a sum of money to the Stabilization Fund, as provided for under MGL Chapter 40, Section 5B as amended; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 3: AMEND FISCAL YEAR 1996 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1996 Water Enterprise Fund Budget, adopted under Article 17 at the 1995 Annual Town Meeting by deleting the amounts of

money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 4: AMEND FISCAL YEAR 1996 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1996 Sewer Enterprise Fund Budget, adopted under Article 18 at the 1995 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 5: APPROPRIATE FOR SOLID WASTE TRANSFER BUILDING

To see if the Town will vote to raise and appropriate $807,000 for construction and equipment for the Solid Waste Transfer Building including the designing and preparing of plans and specifications; to be expended under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $807,000 for a period of up to 20 years, under G.L. C44, s8; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 6: APPROPRIATE FOR RECYCLING EXPANSION (PHASE 2)

To see if the Town will vote to raise and appropriate the sum of $135,000 to continue the construction of the recycling expansion area at the Recycling and Transfer Station and for related equipment; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $135,000 for a period up to 20 years, under G.L.C44, s8; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 7: APPROPRIATE FOR TRANSFER STATION ACCESS ROAD

To see if the Town will vote to raise and appropriate the sum of $225,000 to re-construct the access road to the Recycling and Transfer Station; said sum to be expended under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $225,000 for a period up to 20 years, under G.L.C44, s8; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 8: ENTER INTO CURBSIDE COLLECTION CONTRACT

To see whether the Town will authorize the Board of Selectmen to enter into a contract for the curbside collection of solid waste and recyclable materials; under such terms and conditions that the Board deems appropriate, or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 9: ACCEPT AMENDMENT TO THE TOWN CHARTER

To see if the Town will vote to accept and approve an amendment to Section 17 of the Town Charter, as approved by the General Court, said section to be as follows:

"Section 17. School Committee. There shall continue to be a school committee for the town consisting of three, five, six, seven or nine members, one third of whom or as numerically close as possible thereto, shall be elected at each annual town election as the town may vote, for terms of three years each. The school committee shall have the powers, duties, responsibilities and functions vested in school committees by the laws of the Commonwealth, and as delegated to it by the town which are not inconsistent with the laws of the Commonwealth."

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 24th day of October 1995.

Sally B. Davis, Chairman
Paul Theodore Owens, Vice Chairman
David F. Eldridge, Jr.
John D. Marr, Jr.
Daniel P. Matthews
Selectmen of Needham

A TRUE COPY

Attest:
Constable:
Andrew G. Carson

Town Clerk's Office
Needham, MA 02192

ATTN: SPECIAL TOWN MEETING WARRANT

SPECIAL TOWN MEETING

WARRANT

NEEDHAM
Public Library

TOWN OF NEEDHAM

MONDAY, FEBRUARY 5, 1996

7:30 P.M.

NEWMAN ELEMENTARY SCHOOL

CENTRAL AVENUE **NEEDHAM**

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in Elections and in Town affairs to meet at the Newman Elementary School in said Town on

MONDAY, THE FIFTH OF FEBRUARY 1996

at seven-thirty in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: APPROPRIATE FOR HIGH SCHOOL ADA ALTERATIONS

To see if the Town will vote to raise and appropriate the sum of $380,000 for improvements and alterations necessary to improve and upgrade the handicapped accessibility at the Needham High School; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to $380,000 for a period up to 5 years under MGL Chapter 44, s7; or take any other action relative thereto.

INSERTED BY: SCHOOL COMMITTEE
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 2: APPROPRIATE FOR NEWMAN SCHOOL RENOVATIONS

To see if the Town will raise and appropriate a sum of money for renovations to the Newman School; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum for a period up to 20 years under MGL Chapter 44, s.7; or take any other action relative thereto.

INSERTED BY: SCHOOL COMMITTEE
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 3: AMEND GENERAL BY-LAWS - PERMANENT BUILDING COMMITTEE

To see if the Town will vote to amend Section 2.7.2 of the General By-Law by deleting the current language in its entirety, and replacing it with the following:

2.7.2 Permanent Public Building Committee

There shall be a Permanent Public Building Committee (hereinafter "Committee") consisting of

seven Needham residents responsible for the construction, reconstruction, alteration or enlargement of all buildings owned by the Town or constructed on land owned, leased or operated by the Town.

2.7.2. 1. Appointing Authority

The Committee shall be appointed by an Appointing Authority, which shall consist of the following officials:

- Board of Selectmen, Chairperson
- Moderator
- School Committee, Chairperson
- Library Trustees, Chairperson
- Park and Recreation Commission, Chairperson

The Appointing Authority shall meet annually, and as otherwise required to make appointments to the Committee. The Board of Selectmen shall provide space for the Appointing Authority to meet. Appointments shall be made by a four-fifths majority vote.

Each member of the Committee shall be a registered voter of the Town of Needham. No Committee member shall be a paid employee of the Town, or serve as an elected official, or appointed or elected member of another standing Town board, committee or commission, except town meeting.

2.7.2.2 The Committee

The Committee shall include at least:

- one commercial general contractor,
- one architect,
- two engineers *(from two of the following disciplines: structural, civil, mechanical or electrical engineering)*,
- one resident of the Town
- one certified public accountant *(or an accountant experienced in construction), and*
- one attorney-at-law

If an individual with the necessary expertise is not available for appointment to the Committee, the Appointing Authority may consider an individual with engineering or construction experience.

The Appointing Authority shall appoint the original members of the Committee as follows: Two members for one year, two members for two years and three members for three years. Upon the expiration of a term, future appointments shall be for three years.

Terms expire on June 30, of each year. A member shall hold his or her seat after his or her term expires until a successor is appointed. If a member vacates his or her seat before the expiration of his or her term, the Appointing Authority shall appoint a replacement within forty-five days to complete the term.

2.7.2.3 Definitions

For the purpose of this Section 2.7.2 the following words shall have the following meanings:

a.	*architect:*	a person with educational training and experience in the field of architecture, and a professional registration.
b.	*building:*	a structure in a portable or fixed location, with an area of at least one hundred square feet, having a roof or providing shelter. For the purpose of Section 2.7.2, swimming pools are considered a building.
c.	*clerk-of-the-works:*	an individual responsible for day-to-day inspections of the project. He or she shall prepare and maintain detailed daily records of a project's progress and shall report to the project manager.
d.	*commercial general contractor:*	a person with the educational training and experience in general construction of a commercial nature, and a commercial general contractor's license, or at least ten years of experience as a commercial general contractor .
e.	*designer*:	an individual, corporation, partnership, sole proprietorship, joint venturer, joint stock company or other entity engaged in the practice of architecture, landscape architecture, or engineering. If the designer is an individual, he or she shall be registered as an architect, landscape architect or engineer in the Commonwealth of Massachusetts, and if the designer is one of the other categories listed above, the majority of the partners or owners shall be registered as an architect, landscape architect or engineer in the Commonwealth of Massachusetts.
f.	*direct construction cost:*	the direct cost for material, labor and equipment to construct, reconstruct, enlarge or alter a building.
g.	*engineer:*	a person with educational training and experience in their engineering discipline, and a professional registration.
h.	*feasibility study:*	prepared by a designer, and identifies the needs of a building user as well as alternatives for meeting the user's functional requirements. It includes surveys and testing, including environmental impacts, access for the disabled and cost estimates.
I.	*final design:*	prepared by a designer, the final design includes a schematic design, design development, final drawings and specifications, bidding documents and contract documents.
j.	*indirect construction costs:*	architectural and engineering fees, furnishings and equipment, permit and license fees, project management costs, salaries for the project manager and clerk-of-the-works, financing costs, and project contingencies.
k..	project:	a project is a proposed construction, reconstruction, alteration or enlargement of any building owned by the Town or constructed on land owned, leased or operated by the Town.
1.	*Project Committee:*	a committee consisting of the Permanent Public Building Committee members and the representatives designated by a User Agency for a

specific building project. A member of the Permanent Public Building Committee shall preside over all Project Committee activities.

m. *project manager:* an individual who acts on behalf of the Committee. He or she is responsible for the day-to-day supervision of a project. He or she shall maintain project records, issue emergency directives, and oversee the clerk-of-the works and other project participants. The project manager shall report to the Committee.

n. *total project cost:* the combination of the direct and indirect construction costs

o. *User Agency:* an elected or appointed board, committee or commission, including the Board of Selectmen, School Committee, Library Trustees, Park and Recreation Commission, Memorial Park Trustees, Conservation Commission, or other board, committee or commission having responsibility for a building.

2.7.2.4 The Committee is responsible for projects having a total project cost of $100,000 or more. The Committee shall serve as the Awarding Authority for all projects under its jurisdiction. The Committee may defer its jurisdiction to a User Agency in the instance where the project includes little or no actual building construction.

2.7.2.5 The Committee shall develop and publish procedures describing its activities. The Committee shall submit a report of all its activities for publication in the Town's annual report.

2.7.2.6 The Committee shall invite to its meetings representatives from the Board of Health, the Commission on Disabilities, and any applicable health and safety committee.

2.7.2.7 The Committee shall conduct feasibility studies and final designs, oversee the construction of projects and subject to appropriation, procure designer and consultant services as it deems necessary or as required by law. The relevant User Agency shall determine the functional need and utility of a project.

2.7.2.8 Before the commencement of a feasibility study and before any hiring for a project, the relevant User Agency shall designate two people to serve with the Committee as its representatives. Each representative will serve as a member of the Committee for that particular project until it is completed. If for some reason the User Agency wants to replace that person, or that person is unable to serve, the User Agency shall name another person as its representative. These representatives shall have full voting rights and shall have full participation in all the Committee's deliberations and actions. Hereinafter the Committee plus the two representatives of the User Agency shall be referred to as the Project Committee.

2.7.2.9 Any User Agency seeking to construct, reconstruct, alter or enlarge a building under its jurisdiction shall file a project application with the Committee. The Committee shall meet with the User Agency within thirty days. At the request of the User Agency or at the discretion of the Committee, a feasibility study shall conducted. Prior to the commencement of a feasibility study,

the feasibility study funding shall be reviewed and approved by the town's capital planning process. The Project Committee and the User Agency shall review the completed feasibility study. Upon review, the Project Committee and the User Agency shall each indicate on a separate, signed copy whether they will accept, amend or reject the feasibility study. These provisions do not preclude the User Agency from conducting independent studies relating to its functions.

2.7.2.10 If a feasibility study approved by the Project Committee and the User Agency shows that a proposed construction project is necessary, the Project Committee shall conduct a final design. Prior to the commencement of the final design, the final design scope of work and its funding shall be reviewed and approved by the capital planning process. Prior to approval of a final design and contract documents by the Project Committee, a draft version shall be reviewed by the Project Committee and the User Agency. The final design and contract documents shall not be considered approved until the Project Committee and the User Agency acknowledge their approval in writing.

2.7.2.11 A detailed description of the estimated total project cost shall be prepared for all feasibility studies and final designs.

2.7.2.12 Whenever project funding approval is sought from the town meeting, the Project Committee and the User Agency shall provide a detailed report to the town meeting that includes an explanation of the project need, scope of work, schedule and costs.

2.7.2.13 Whenever a project is expected to have a total project cost of more than $1,000,000, the Committee shall employ a project manager. The project manager reports directly to the Committee, and is responsible for overseeing projects on a day to day basis. For projects with a total cost less than $2,000,000, the project manager shall also serve as the clerk-of-the-works. For projects with a total project cost more than $2,000,000, the Committee shall employ a separate person as clerk-of-the-works. The clerk-of-the-works shall report to the project manager. When a project manager is required, the Committee shall hire the project manager as early as possible during the final design phase, and continue to employ the project manager until the project is completed.

2.7.2.14 The Town Clerk shall maintain a register of Committee members, and of architects, engineers, contractors, accountants, and attorneys that are willing to serve on the Committee. The Town Clerk shall maintain said register in such form as the Town Clerk, in consultation with the Board of Selectmen, may determine and such register may be purged from time to time of such information as the Town Clerk determines to be obsolete and of no further value.

2.7.2.15 Except as the laws of the Commonwealth may otherwise require, the Chairperson of the Committee, or his or her designated representative, shall, upon the termination of the Project Committee: (1) provide the User Agency and the Town's Municipal Building Maintenance Board with a complete and final set of drawings and specifications of the finish structure as built, all other contract documents and shall relinquish to the User Agency and said Board all papers guaranteeing the building or any feature thereof, materials used therein, or work done thereon, and (2) relinquish the remaining papers of the Project Committee to the Town Librarian for the purpose of maintaining

detailed records, including any inventory indicating what papers, materials and records were deposited with the Municipal Building Maintenance Board. Subject to the approval of the Town Clerk and the requirements of M.G.L. Chapter 66, the Town Librarian may destroy that portion of the material relinquished to the Library determined to have no substantial value, the balance of such material being deposited in the Public Administration Collection.

Or take any other action relative thereto.

INSERTED BY: TOWN BUILDING STUDY COMMITTEE
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Referred

ARTICLE 4: **CREATE A COMMITTEE TO STUDY THE TOWN'S ASSESSING FUNCTION**

To see if the Town will create a study committee to examine the functions and staffing of the Assessor's Office, said committee to include five members, one each appointed by the Board of Assessors, Finance Committee, Personnel Board, Board of Selectmen, and Moderator; to report back to the next Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 9th day of January 1996.

Sally B. Davis, Chairman
Paul Theodore Owens, Vice Chairman
David F. Eldridge, Jr.
John D. Marr, Jr.
Daniel P. Matthews

Selectmen of Needham

A TRUE COPY

Attest:
Constable:
Walter A. Wright, Jr.

Town Clerk's Office
Needham, MA 02192

ATTN: SPECIAL TOWN MEETING WARRANT

TOWN OF NEEDHAM

MASSACHUSETTS

1996 ANNUAL TOWN MEETING WARRANT

with

RECOMMENDATIONS

of

THE FINANCE COMMITTEE

*****

BOARD OF SELECTMEN'S

FY 97-2001 CAPITAL IMPROVEMENT PLAN SUMMARY

****

ANNUAL REPORTS OF:

FINANCE COMMITTEE

PLANNING BOARD

PUBLIC WORKS DEPARTMENT

*****

ELECTION.....Monday, April 8, 1996

Business Meeting at 7:30 P.M. on Monday, May 6, 1996

at the Newman Elementary School

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85TH ANNUAL REPORT OF THE FINANCE COMMITTEE (MARCH,1996)

Fellow citizens of Needham:

"This has been a year of tremendous challenge for the Finance Committee. The principal task required of the Fin Com is to recommend a balanced operating budget for the Town for the next fiscal year. That task has never been more difficult than it is this year. As this report goes to the printer in the second week of March, there are still a number of unknown factors (override ballot questions) which may determine the final shape of the operating budget for fiscal year 1992." Echoing the introductory comments of then Fin Com chairman Ted Owens in March of 1991, this year's Fin Com similarly reports that the preparation of the fiscal year 1997 Budget recommendations was most difficult and has again led to the drafting of twelve Proposition 2 1/2 override questions.

As required by Massachusetts law, your Finance Committee must balance projected expenditures with projected revenues. Constrained by this principle, the Fin Com issued guidelines to all departments in September, 1995 for the preparation of FY 97 budgets. These guidelines called for the departments to "level fund" all line items consistent with last year's FY 96 requests, except that the budgets could include mandatory step and longevity salary increases as well as the projected additional costs of statutorily mandated programs and other contractual obligations (in essence, those costs the town can not legally avoid without staff lay-offs). A comparison of these "level funded" budget requests with projected revenues yielded a starting deficit of $800,000.

Throughout our Budget hearings, however, it became clear that these "level funded" budget requests had resulted in many departments (especially Education and those dealing with "Public Safety") being drastically and inappropriately under funded. Thereafter, the Fin Com requested that all departments provide additional budget requests which would enable the departments to provide in FY 1997 the same level of services provided in FY 96. This exercise resulted in additional "level service" budget requests of 1.5 million dollars, widening the deficit to 2.3 million dollars. Although, as discussed in detail below, the Fin Com has prepared a balanced budget, it was only able to do so by making substantial cuts to a number of departments. Accordingly, and similar to that which occurred in the Spring of 1991, the Board of Selectmen has approved twelve override ballot questions, the answers to which could directly impact the funding level of ten departments.

PROPOSITION 2 1/2

Before discussing the mechanics of our budget deliberations, it is useful to consider how this significant budget shortfall occurred in the past and how it may continue to occur in the future. According to Proposition 2 1/2, the amount of revenue that can be raised through the property tax levy can not grow by more than 2 1/2% from the prior year. The levy can only be increased by an amount greater than 2 1/2% if approved by the voters. Aside from this 2 1/2% increase, a Town's revenues can also increase by new growth. Historically, Needham's revenues have increased by approximately 3% per year. To the extent, then, that **any** line item expenditure in any budget increases by an amount greater than 3%, that increase will have an impact on the overall budget picture. Even a small percentage increase of expenses will affect the overall budget, especially if, as is typical, they reoccur on a yearly basis. In addition, if in any fiscal year the inflation factor is in excess of 3%, that too will have an effect on balancing the budget.

Aside from these general concepts, there were five additional issues in FY 97 which played a role in next year's budget shortfall. First, and unlike the last 3 fiscal years, there is no expectation of any "pleasant surprise" revenue increase such as the Glover Hospital sale, drastically increased State Aid or grossly reduced pension costs to help off-set a shortfall. Second, it is clear that the total salary increases for all town employees is growing at a rate well in excess of 3%. This is most important given that approximately 63% of the Town's $54 million Budget is appropriated for salaries. Third, enrollment at our public schools continues to increase and accordingly, the cost to adequately and effectively educate this increasing student population also increases. Fourth, both the Federal and State government

continue to impose mandated programs for Special Education without providing any resources to pay for the mandates. The School Department does an excellent job in its Special Education programs but this quest for excellence has also resulted in an increased SPED enrollment, again requiring additional funds. Finally, for the third year in a row, we have had to set aside monies from projected FY 97 revenues to cover the Assessor's overlay deficit. The total of the overlay deficit account in FY 97 is $825,000, bringing the total amount of overlay deficit monies over the past three fiscal years to approximately 1.5 million dollars (excluding interest).

OPERATING BUDGET DELIBERATIONS

From a projected deficit of 2.3 million dollars, the Fin Com's first methodology was to immediately disregard the 1.5 million dollars of "level service" requests. From the remaining $800,000. deficit, we initially suggested taking a percentage cut "across the board" from ten departments. The cumulative effect of these two procedures, however, resulted in nonsensical cuts to both "public safety" budgets (Police, Fire, Municipal Building Maintenance Board and Public Works) and "essential" town service budgets (Finance Department, Board of Selectmen and Assessors). The Fin Com concluded that although these "across the board" cuts may have resulted in the least drastic reductions for all departments, it would also result in the Town attempting to deliver 100% of town wide services but all by grossly insufficient means.

After both discussing these issues with the Board of Selectmen and engaging in further debate amongst our Committee, the Fin Com concluded that distinctions had to be drawn between those departments which delivered "Public Safety" and "essential" services as opposed to those which delivered "non essential" services. With these distinctions and priorities in mind, the Fin Com resumed it's budget talks by first starting with the "level funded" budget requests ($800,000 in deficit) and adding to those requests an additional $405,000. to enable six "public safety/essential service" departments (Police, Public Works, Municipal Building Maintenance Board, Finance Department, Legal and Finance Committee) to better serve the critical needs of our citizenry. This process yielded a new deficit of 1.2 million dollars.

This deficit was reduced by three measures. First, the Fin Com is recommending that Town Meeting approve a transfer of $250,000. from the Stabilization Fund to cover a portion of the expected overlay deficit. This is the second consecutive year in which the Fin Com is recommending such a transfer because we believe the overlay deficit meets the criteria for which the Stabilization Fund was established (to provide a financial resource for the Town to absorb a large unexpected expense unrelated to the normal ongoing operating budget). A transfer of $250,000. will leave approximately $500,000. in the Fund, an amount similar to that which remained after last year's Budget discussions.

Second, we reduced the deficit by $125,000., which represented those capital projects which were to paid out of the operating budget (as opposed to long term borrowing/bonding). Finally, we were compelled to make $830,000. in cuts from seven departments, five of which we believed fit the "non essential service" distinction. Those departments and the amount of the proposed cut from their "level funded" budget requests (as opposed to "level service") are as follows: (1) Education, $300,000.; (2) Fire, $90,000.; (3) Library, $265,000.; (4) Youth Commission, $60,000.; (5) Council on Aging, $40,000.; (6) Park and Recreation, $40,000.; and (7) Board of Health, $35,000.

The Finance Committee regrettably understands the drastic consequences which these proposed cuts will have on the involved departments. Further, the Fin Com acknowledges the great benefits which many citizens enjoy from these departments. We are, however, statutorily required to present a balanced budget, and in so doing, we have been forced, unfortunately, to make difficult choices which we believe will most benefit the vast majority of Needham's 28,000 residents.

DEBT SERVICE

You will find in this year's Warrant a table describing the Town's current debt service schedule. In general, there are four categories of debt service which are described as follows: (1) debt service supported by the Hospital Enterprise Fund, (2) departmental debt service supported by the tax levy; (3) debt service supported by the rate base/fees (water sewer landfill), and (4) departmental debt service outside the tax levy (debt exclusion overrides). According to

the "Debt Management Policies" approved in May, 1991, the Town must limit the cost of total Departmental Debt Service supported by the Tax Levy (category (2)) to 2% of gross revenues . Gross revenues in FY 97 approximate $54,500,000., and 2% of that amount is $1,090,000. The total amount of Departmental Debt Service supported by the Tax Levy in FY 97, however, is approximately $1,100,000. Please also note that this figure does not yet include the principal and interest costs of the FY 97 proposed capital projects which, if approved, will add an additional $42,000. to that debt amount.

These same "Debt Management Policies" also state that the **total** debt service must not exceed 10% of the gross revenues ($5,450,000.). The current total "Debt Service" (all four categories mentioned above) for FY 97 is approximately $4,265,000., which figure includes the above mentioned $42,000. and the debt costs associated with the proposed 5.5 million dollar Newman School Project, but not the future costs associated with the water treatment facility or Landfill closing. The Fin Com brings these levels to your attention because of prior questions from the floor at Town Meeting, the number of additional capital projects expected within the next few years, and also because of the potential need to reexamine whether any of these self-imposed limits should be slightly increased.

CONCLUDING THOUGHTS

Throughout 1995/96, the Finance Committee continued to learn of the importance of four committees/departments which we believe must continue to be strongly supported by the Town. First, we continue to encourage strong support for the Department of Public Work's ongoing assumption of control over all of our municipal fields. Having developed a five year plan to renovate and upgrade these fields (with particular attention to those fields previously under the jurisdiction of the School Department), we should continue to fund this plan. Second, continued strong support must be given to the newly formed Municipal Building Maintenance Board which will ensure that our Town's most visible assets (it's buildings) are well preserved and rehabilitated.

Third, the conclusions reached by independent auditor, Anthony Lee, concerning the Pollard Building project not only resolved those financial issues important to the Fin Com about that project, but it also was strong proof of the need for a permanent Building Committee so that those "construction sins of the past" will not be repeated. Finally, given the extensive amount of construction and renovation work which is needed to renovate other school buildings and the amount of monies which will be required for the closing of the landfill, additional attention must be focused on the Capital Planning Process. To this end, we are continuing the Capital Planning Study Committee.

The Finance Committee wishes to thank the Board of Selectmen, the Town Administer, all Department Heads and all other town officials and employees with whom we have worked this year. This has been a most difficult year for your Finance Committee, and so I will close by thanking each of the Finance Committee members who have so graciously and willingly volunteered their time to make Needham a better place in which to live.

James G. Healy, Chairman
Thomas H. Hannigan, Vice Chairman
Paul O'Connor, Past Chairman
Robert D. Friedman
Maureen P. Corcoran
John M. Hession
Maurice I. May
John P. Ryan
Paul G. Smith
Gerard G. Sullivan, Executive Secretary

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9.	40	Continue Parking Facilities Study Committee	Parking Facilities Study Committee
0.	40	Continue School Safety Study Committee	School Safety Study Committee
1.	40	Continue Solid Waste Disposal/Recycling Advisory Committee	Solid Waste Disposal/Recycling Advisory Committee
2.	40	Continue Committee on School Finance	Committee on School Finance
3.	41	Continue Committee to Study Town's Assessing Function	Board of Selectmen
4.	41	Continue the Needham Cemetery Study Committee	Needham Cemetery Study Committee
5.	41	Omnibus Article	Board of Selectmen

REVENUE SUMMARY: FY 95 - 97

	ACTUAL RECEIPTS FY 95	ESTIMATED RECEIPTS FY96	PROJECTED RECEIPTS FY97
RECEIPTS:			
Motor Vehicle Excise	3,000,606	2,351,541	2,400,000
Transfer from Water Enterprise Fund	1,418,138	632,319	419,348
Transfer from Sewer Enterprise Fund	4,363,071	688,986	426,400
Trash Disposal Charges	474,672	440,000	626,000
Recreation	246,083	235,500	244,000
Licenses & Permits	508,154	500,000	500,000
Special Assessments	24,994	25,000	25,000
Fines & Forfeits	132,660	130,000	130,000
Investment Income	509,031	460,989	475,000
Hotel Tax	217,892	170,000	160,000
Transfer from Glover Ent. Fund	1,720,164	658,311	648,528
Other Receipts	36,946	37,000	37,000
MBTA Commuter Parking	123,918	107,600	110,000
Penalties and Interest	164,582	150,000	150,000
In Lieu of Taxes	132,132	75,000	92,900
Charges for Services	278,870	250,000	250,000
Fees	194,061	195,000	195,000
Library Charges	42,132	35,000	35,000
Rentals	41,685	35,000	35,000
Other - FEMA Reimb.	0	0	0
SUB-TOTAL	**13,629,791**	**7,177,246**	**6,959,176**
REVENUE:			
Real & Personal Property Tax Levy	37,809,464	39,090,159	40,460,320
State Aid	3,732,849	4,904,937	5,209,297
SUB-TOTAL	**41,542,313**	**43,995,096**	**45,669,617**
RESERVES:			
Undesignated Fund Balance (Free Cash)	1,560,000	1,455,000	2,078000
Reserved for Appropriation - Parking	71,280	55,000	55,000
Overlay Surplus	0	0	0
Reserved for Appropriation - Landfill	0	35,000	70,000
SUB-TOTAL	**1,631,280**	**1,545,000**	**2,203,000**
TOTAL REVENUE	**56,803,384**	**52,683,907**	**54,831,793**
LESS-REDUCTIONS IN REVENUE:			
Overlay (reserve for abatements)	488,317	675,000	700,000
Cherry Sheet Offsets	440,632	444,584	455,699
Cherry Sheet Assessments	955,260	993,186	1,049,712
Snow Deficit	128,915	0	300,000
School Building Reimbursements	250,000	1,064,959	1,022,769
Overlay Deficits	85,000	545,798	825,000
SUB-TOTAL	**2,348,124**	**3,723,527**	**4,353,179**
AVAILABLE FOR APPROPRIATION:	**54,445,260**	**49,960,380**	**50,478,614**
OTHER RESERVES APPROPRIATED	296,000	250,000	250,000
TOTAL	**54,751,260**	**49,243,815**	**50,728,614**

SUMMARY: FY 95 - 97 OPERATING BUDGET

	EXPENDED FY 95	APPROPRIATED FY 96	RECOMMENDED FY97
OWN WIDE EXPENSES	10,791,669	9,951,024	9,836,676
EPARTMENT BUDGETS:			
Board Of Selectmen	488,223	421,097	417,480
Town Clerk	164,781	166,401	182,726
Legal	171,763	162,937	183,360
Personnel Board	2,993	8,627	11,650
Assessors	230,583	238,003	246,177
Finance	1,004,264	1,083,218	1,089,622
Finance Committee	13,244	478,216	579,468
Contributory Retirement	64,396	52,340	59,649
Education	22,237,482	21,068,345	22,635,998
School Building Maintenance	0	2,461,266	NA
Police	2,860,221	2,965,982	3,139,787
Fire	3,907,420	3,857,892	3,904,882
Building	178,721	183,562	189,807
Department of Public Works	3,606,290	3,789,199	3,861,175
Building Maintenance	0	422,012	2,992,558
Board of Health	282,681	299,634	271,975
Veterans Services	44,138	70,923	71,292
Youth Commission	112,823	114,667	52,015
Council On Aging	165,285	173,022	130,145
Commission on Disabilities	256	513	513
Planning Board	85,947	93,278	95,897
Conservation Commission	14,382	18,658	18,662
Board of Appeals	9,442	8,935	8,735
Historical Commission	22	513	513
Library	790,821	665,653	406,712
Park & Recreation	350,432	330,683	284,370
Memorial Park	600	500	500
EPARTMENT BUDGETS	**36,787,210**	**39,136,076**	**40,849,668**
Special Articles	536,702	27,000	0
Appropriate to Stabilization Fund	200,000	123,412	0
New Debt Service	0	0	42,270
OTAL OPERATING BUDGET:	**48,315,581**	**49,237,512**	**50,728,614**

OPERATING BUDGET RECOMMENDATIONS
FOR FISCAL YEAR ENDING JUNE 30, 1997

Submitted by the Finance Committee

GENERAL NOTE: Fiscal year 1995 Expended column and fiscal year 1996 Appropriated column have been restated to reflect the consolidated expense request grouping for fiscal year 1997.

		EXPENDED FY95	APPRO-PRIATED FY96	RECOM-MENDED FY97	AMENDMENT
TOWN WIDE EXPENSES					
(19.39 % of Budget Total)					
010	Street lighting	386,725	380,000	390,000	
011	Garbage collection	92,750	95,000	95,000	
012	Insurance, general	417,400	462,071	420,000	
013	Health insurance	3,495,000	3,472,000	3,600,000	
014	Worker's compensation	442,000	350,500	350,000	
015	Prop. self insurance	15,216	15,000	15,000	
016	Unif. serv. self insurance	140,000	120,000	120,000	
017	Unemployment compensation	21,400	30,000	30,000	
018	Maturing bonds	1,713,060	1,150,000	1,097,000	
019	Interest	412,001	610,000	403,150	
020	Contributory retirement	2,900,388	2,482,171	2,504,073	
021	Chapter 32 retirement	172,774	200,000	200,000	
022	Minuteman Voc. assessment	522,929	497,325	516,953	
023	MBTA Commuter Parking	80,026	86,957	95,500	
TOTAL: TOWN WIDE EXP.		**10,791,669**	**9,951,024**	**9,836,676**	
GENERAL GOVERNMENT					
(1.57% of Budget Total)					
BOARD OF SELECTMEN:					
101	Salaries	319,800	274,739	278,222	
102	Purchase of service	140,112	123,408	115,408	
103	Expenses	18,332	18,950	19,850	
104	Capital outlay	9,979	4,000	4,000	
	TOTAL	488,223	421,097	417,480	
TOWN CLERK/BOARD OF REGISTRARS					
105	Salaries	123,396	132,401	136,436	
106	Purchase of service	17,444	16,925	21,625	
107	Expenses	3,459	3,275	3,740	
108	Capital outlay	0	0	0	
109	Tellers / Canvassers / Details	20,482	13,800	20,925	
	TOTAL	164,781	166,401	182,726	

GENERAL GOVERNMENT (Continued)

		EXPENDED FY95	APPRO-PRIATED FY96	RECOM-MENDED FY97	AMENDMENT
LEGAL:					
110	Salaries	46,763	47,937	48,360	
111	Special fees	120,000	110,000	130,000	
112	Expenses	5,000	5,000	5,000	
	TOTAL	171,763	162,937	183,360	
PERSONNEL BOARD:					
113	Salaries	1,193	1,127	1,650	
114	Purchase of Service	0	0	2,500	
115	Merit Bonus	1,800	7,500	7,500	
	TOTAL	2,993	8,627	11,650	
TOTAL: GENERAL GOVERNMENT		**827,760**	**759,062**	**795,216**	

FINANCE
(3.89% of Budget Total)

ASSESSORS:					
201	Salaries	190,651	199,523	208,777	
202	Purchase of service	30,023	25,000	25,000	
203	Expenses	8,950	12,480	11,400	
204	Capital outlay	959	1,000	1,000	
	TOTAL	230,583	238,003	246,177	
FINANCE DEPARTMENT:					
205	Salaries	568,923	641,818	666,822	
206	Purchase of service	335,162	319,030	310,230	
207	Expenses	75,629	81,720	81,720	
208	Capital outlay	24,550	40,650	30,850	
	TOTAL	1,004,264	1,083,218	1,089,622	
FINANCE COMMITTEE:					
209	Salaries	12,894	13,218	13,218	
210	Expenses	350	500	500	
211	Reserve fund	0	464,498	565,750	
	TOTAL	13,244	478,216	579,468	
CONTRIBUTORY RETIREMENT:					
212	Salaries	42,778	46,740	46,689	
213	Purchase of service	12,415	2,200	8,750	
214	Expenses	4,077	3,400	4,210	
	Capital Outlay	5,126	0	0	
	TOTAL	64,396	52,340	59,649	
TOTAL: FINANCE		**1,312,487**	**1,851,777**	**1,974,916**	

		EXPENDED FY 95	APPRO-PRIATED FY 96	RECOM-MENDED FY 97	AMENDMENT
EDUCATION					
(44.62% of Budget Total)					
SCHOOL DEPARTMENT:					
301	Salaries	18,163,125	17,812,877	19,020,151	
302	Purchase of Service	2,978,176	2,325,178	2,688,317	
303	Expenses	836,525	686,721	701,444	
304	Capital outlay	259,656	243,569	226,086	
	TOTAL	22,237,482	21,068,345	22,635,998	
SCHOOL BUILDING MAINTENANCE					
305	Salaries	0	1,367,390	NA	
306	Purchase of Service	0	941,076		
307	Expenses	0	123,100		
308	Capital outlay	0	29,700		
	TOTAL		2,461,266		
TOTAL: EDUCATION		**22,237,482**	**23,529,611**	**22,635,998**	
PUBLIC SAFETY					
(14.26% of Budget Total)					
POLICE:					
	Salaries-regular	2,170,947	2,384,902	2,464,856	
	Salaries-overtime	501,156	361,192	438,692	
401	Total Salaries	2,672,003	2,746,094	2,903,548	
402	Purchase of service	70,758	44,221	44,792	
403	Expenses	107,960	99,667	99,259	
404	Capital outlay	9,400	76,000	92,188	
	TOTAL	2,860,221	2,965,982	3,139,787	
FIRE:					
	Salaries-regular	2,648,885	3,181,259	3,257,480	
	Salaries-overtime	445,000	445,000	445,000	
	Salaries o/t alarm div.	8,000	10,000	10,000	
405	Total Salaries	3,646,576	3,636,259	3,712,480	
406	Purchase of service	100,089	57,139	53,777	
407	Expenses	160,755	158,645	138,625	
408	Capital outlay	0	5,850	0	
	TOTAL	3,907,420	3,857,892	3,904,882	

		EXPENDED FY95	APPROPRIATED FY96	RECOMMENDED FY97	AMENDMENT
PUBLIC SAFETY (Continued)					
BUILDING:					
409	Salaries	171,614	176,455	182,400	
410	Purchase of service	2,260	2,260	2,260	
411	Expenses	4,847	4,847	4,847	
412	Capital outlay	0	0	300	
	TOTAL	178,721	183,562	189,807	
TOTAL: PUBLIC SAFETY		**6,946,362**	**7,007,436**	**7,234,476**	
PUBLIC FACILITIES					
(13.54% of Budget Total)					
PUBLIC WORKS:					
501	Salaries	1,953,382	2,076,988	2,140,464	
502	Purchase of service	1,127,289	1,241,251	1,252,891	
503	Expenses	290,854	320,960	331,820	
504	Capital outlay	84,766	0	0	
505	Snow & Ice	149,999	150,000	150,000	
	TOTAL	3,606,290	3,789,199	3,875,175	
BUILDING MAINTENANCE:					
507	Salaries	NA	166,815	1,597,680	
508	Purchase of service		200,277	1,139,653	
509	Expenses		50,970	215,225	
510	Capital outlay		4,000	40,000	
	TOTAL		422,012	2,992,558	
TOTAL: PUBLIC FACILITIES		**3,606,290**	**4,211,211**	**6,867,733**	
HUMAN SERVICES					
(1.04% of Budget Total)					
BOARD OF HEALTH:					
601	Salaries	183,226	197,643	192,984	
602	Purchase of service	92,024	94,441	70,941	
603	Expenses	6,907	7,550	7,550	
604	Capital outlay	524	0	500	
	TOTAL	282,681	299,634	271,975	
VETERANS' SERVICES:					
605	Salaries	34,903	36,723	37,592	
606	Expenses	2,691	3,200	3,700	
607	Benefits	6,544	31,000	30,000	
	TOTAL	44,138	70,923	71,292	

		EXPENDED FY 95	APPRO-PRIATED FY 96	RECOM-MENDED FY 97	AMENDMENT
HUMAN SERVICES (Continued)					
YOUTH COMMISSION:					
608	Salaries	108,196	109,877	47,614	
609	Purchase of Service	1,984	2,140	2,140	
610	Expenses	2,643	2,650	2,261	
611	Capital outlay	0	0	0	
	TOTAL	112,823	114,667	52,015	
COUNCIL ON AGING:					
612	Salaries	149,461	157,722	125,785	
613	Purchase of service	10,974	11,500	1,430	
614	Expenses	3,000	3,800	2,930	
615	Capital outlay	1,850	0	0	
	TOTAL	165,285	173,022	130,145	
COMMISSION ON DISABILITIES:					
616	Expenses	256	513	513	
	TOTAL	256	513	513	
TOTAL: HUMAN SERVICES		**605,183**	**658,759**	**525,940**	
DEVELOPMENT					
(.24% of Budget Total)					
PLANNING BOARD:					
701	Salaries	81,264	88,371	90,990	
702	Purchase of service	2,907	2,960	2,960	
703	Expenses	1,776	1,947	1,947	
704	Capital outlay	0	0	0	
	TOTAL	85,947	93,278	95,897	
CONSERVATION COMMISSION:					
705	Salaries	9,803	14,083	14,083	
706	Purchase of service	3,429	3,429	3,429	
707	Expenses	1,150	1,150	1,150	
708	Capital outlay	0	0	0	
	TOTAL	14,382	18,662	18,662	
BOARD OF APPEALS:					
709	Salaries	5,661	5,385	5,385	
710	Purchase of Service	3,475	3,350	3,000	
711	Expenses	306	200	350	
	TOTAL	9,442	8,935	8,735	
HISTORICAL COMMISSION:					
712	Expenses	22	513	513	
	TOTAL	22	513	513	
TOTAL: DEVELOPMENT		**109,793**	**121,388**	**123,807**	

		EXPENDED FY95	APPRO-PRIATED FY96	RECOM-MENDED FY97	AMENDMENT
CULTURAL AND LEISURE SERVICES					
(1.36% of Budget Total)					
LIBRARY:					
801	Salaries	572,778	536,573	368,562	
802	Purchase of service	70,495	31,500	30,000	
803	Books & Periodicals	100,000	88,000	0	
804	Expenses	17,648	9,580	8,150	
805	Capital outlay	29,900	0	0	
	TOTAL	790,821	665,653	406,712	
PARK & RECREATION					
806	Salaries	266,270	277,558	256,248	
807	Purchase of service	20,621	23,347	14,775	
808	Expenses	26,614	24,778	13,347	
809	Capital outlay	36,927	5,000	0	
	TOTAL	350,432	330,683	284,370	
MEMORIAL PARK:					
810	Expenses	600	500	500	
811	Capital outlay	0	0	0	
	TOTAL	600	500	500	
TOTAL: LEISURE /CULTURAL SERV		**1,141,853**	**996,836**	**691,582**	
GRAND TOTAL: DEPARTMENT BUDGETS		**47,578,879**	**49,071,200**	**50,686,344**	

TOTAL AUTHORIZED DEBT WITHIN LEVY, ISSUED AND ESTIMATED

SUMMARY

DEP'T	AMOUNT AUTHORIZED	AMOUNT ISSUED	PURPOSE	DATE VOTED	DATE ISSUED	FY 96	Principal	FY 97 Interest	Total	FY 98	FY 99	FY 00	FY 01
1. HOSPITAL	2,855,000	2,855,000				216,498			208,902	101,069	97,727	94,191	31,802
2. TAX LEVY	6,656,458	4,216,000				546,363			1,096,568	1,072,940	1,018,407	754,443	704,124
3. FEES	8,846,000	5,153,676				487,809			1,019,512	1,198,787	1,180,066	1,043,008	961,785
TOTAL	**18,357,458**	**12,224,676**				**1,250,670**			**2,324,982**	**2,372,796**	**2,296,200**	**1,891,642**	**1,697,711**

Does not include $3,883,306 of authorized debt to be issued in late May, 1996

1. DEBT SERVICE SUPPORTED BY HOSPITAL ENTERPRISE FUND

DEP'T	AMOUNT AUTHORIZED	AMOUNT ISSUED	PURPOSE	DATE VOTED	DATE ISSUED	FY 96	Principal	FY 97 Interest	Total	FY 98	FY 99	FY 00	FY 01
Hospital	2,120,000	2,120,000	Equipment	May '76	May '77	109,500	100,000	4,750	104,750				
Hospital	420,000	420,000	Renovation	Nov '92	Feb '93	70,170	60,000	8,190	68,190	66,045	63,720	61,260	
Hospital	315,000	315,000	Renovation	Nov '92	Feb '93	36,828	26,250	9,712	35,962	35,024	34,007	32,931	31,802
TOTAL HOSP.	**2,855,000**	**2,855,000**				**216,498**	**186,250**	**22,652**	**208,902**	**101,069**	**97,727**	**94,191**	**31,802**

2. DEBT SERVICE SUPPORTED BY TAX LEVY

DEP'T	AMOUNT AUTHORIZED	AMOUNT ISSUED	PURPOSE	DATE VOTED	DATE ISSUED	FY 96	Principal	FY 97 Interest	Total	FY 98	FY 99	FY 00	FY 01
Memorial Park	210,000	210,000	Track	May'88	Jul '89	32,706	26,025	5,068	31,093	29,479	44,024		
DPW	135,000	135,000	Traffic Lights	May'88	Jul '89	19,506	16,971	1,483	18,454	15,907			
DPW	45,000	45,000	Roof Repairs	May'88	Jul '89	6,085	5,000	775	5,775	5,465	5,155		
DPW	40,000	40,000	Traffic Lights	May'88	Jul '89	5,780	5,029	439	5,468	4,713			
Park & Rec	45,000	45,000	Pool Repairs	May'90	May'90	5,124	3,215	1,697	4,912	4,699	20,552		
School	685,000	685,000	Asb'toes Remove	May'89	May'90	95,794	76,111	14,660	90,771	85,747	74,513		
DPW	40,000	40,000	Traffic Lights	May'89	May'90	5,617	4,444	880	5,324	5,031	4,737		
School	86,000	86,000	Pollard Design	May'91	Oct '91	18,524	17,200	447	17,647				
Fire	85,000	85,000	Ambulance	May'92	Feb'93	11,850	10,667	831	11,498	17,657			
DPW	88,000	88,000	Building Repairs	May'92	Feb'93	7,589	4,400	3,044	7,444	17,657	19,362	8,863	8,549
Town Hall	225,000	225,000	Building Repairs	May'92	Feb'93	33,677	27,435	5,337	32,772	26,948	26,077	20,323	19,568
School	214,000	214,000	Pollard Design	May'91	Feb'93	56,631	52,000	884	52,884				
School	177,000	177,000	Oil Tank Replac	May'92	Feb'93	15,702	9,550	5,837	15,387	45,023	43,469	28,119	11,348
Newman	200,000	200,000	Building Design	Oct '91	Feb'93	52,500	50,000	850	50,850				
DPW	32,000	32,000	Generator	Oct '91	Feb'93	8,400	8,000	136	8,136				
Town Hall/Police	260,760	260,760	Software	May'93	Sep'93	58,293	52,152	4,355	56,507	54,838	53,065		
Newman	100,000	100,000	Renovation	Nov'92	Sep'93	13,112	10,000	2,770	12,770	12,450	12,110	11,755	11,388
Town Hall/Police	339,240	339,240	Hardware	May'93	Sep'93	44,483	33,924	9,397	43,321	42,235	41,082	39,878	38,631
School	130,000	130,000	Hardware	May'93	Sep'93	17,046	13,000	3,601	16,601	16,185	15,743	15,282	14,804
	3,137,000	**3,137,000**				**508,419**	**425,123**	**62,491**	**487,614**	**384,034**	**359,889**	**124,220**	**104,288**
BOND ANTICIPATION NOTES - Due March, 1996													
Fire	425,000	425,000	Fire Truck	May'92		13,083			65,875	63,538	61,200	58,863	56,525
Landfill	200,000	200,000	Closure Design	May'92		7,095			33,000	31,700	30,400	29,100	27,800
Landfill	190,000	190,000	Compactor	May'94		7,632			47,500	45,600	43,700	41,800	39,900
DPW	50,000	50,000	Traffic Lights	May'94		1,539			12,500	12,000	11,500	11,000	10,500
MIS	80,000	80,000	Computers	May'94		3,213	Estimates		20,000	19,200	18,400	17,600	16,800
DPW	30,000	30,000	Building/ ADA	May'94		1,205			7,500	7,200	6,900	6,600	6,300
DPW	104,076	104,000	Equipment	May'94		4,177			26,000	24,960	23,920	22,880	21,840
	1,079,076	**1,079,000**				**37,944**			**212,375**	**204,198**	**196,020**	**187,843**	**179,665**

2. DEBT SERVICE SUPPORTED BY TAX LEVY (CONT.)

DEP'T	AMOUNT AUTHORIZED	AMOUNT ISSUED	PURPOSE	DATE VOTED	DATE ISSUED	FY 96	Principal	FY 97 Interest	Total	FY 98	FY 99	FY 00	FY 01
DEBT AUTHORIZED, NOT ISSUED (estimated)													
Landfill	50,000		Engineering	May'88					12,500	12,000	11,500	11,000	10,500
School	83,000		Oil Tank Replac.	May'92						proposed for recission at 1996 annual town meeting			
DPW	35,000		Sidewalk Ramps	May'94					8,750	8,400	8,050	7,700	7,350
DPW	76		Equipment	May'94						to be rescinded at a future date			
Fire	25,000		Radio Upgrade	May'95					6,250	6,000	5,750	5,500	5,250
DPW	209,000		Equipment	May'95					52,250	50,160	48,070	48,070	45,980
Pollard	457,400		HVAC	May'95					70,835	68,322	65,808	63,295	60,781
Newman	128,000		Grounds	May'95					32,000	30,720	29,440	28,160	26,880
Hillside School	100,000		Parking	May'95			Estimates		25,000	24,000	23,000	22,000	21,000
High School	260,370		Boilers	May'95					65,093	62,489	59,885	57,281	54,678
Newman	687,536		Renovation	May'95					106,568	102,817	98,845	95,074	91,302
DPW	25,000		Sidewalk Repair	May'95					6,250	6,000	5,750	5,500	5,250
High School	380,000		High School ADA	Feb'96					11,083	114,000	106,400	98,800	91,200
	2,440,382								396,579	484,708	462,498	442,380	420,171
TOTAL LEVY	6,656,458	4,216,000				546,363			1,096,568	1,072,940	1,018,407	754,443	704,124

3. DEBT SUPPORTED BY FEES

DEP'T	AMOUNT AUTHORIZED	AMOUNT ISSUED	PURPOSE	DATE VOTED	DATE ISSUED	FY 96	Principal	FY 97 Interest	Total	FY 98	FY 99	FY 00	FY 01
Sewer	20,000	20,000	Storm Drains	May '88	Jul '89	2,434	2,000	310	2,310	2,186	2,062		
Sewer	40,000	40,000	Rehabilitation	May '88	Jul '89	6,454	5,235	894	6,129	6,033	6,526		
Sewer	300,000	300,000	Mains Const.	May '88	Jul '89	48,404	39,265	6,703	45,968	45,244	48,952		
Sewer	225,000	225,000	Mains Const.	May '88	May '90	37,561	33,064	7,645	40,709	43,526	47,658		
Sewer	225,000	225,000	Mains Const.	May '88	Oct. '91	30,398	22,500	6,750	29,250	28,069	26,865	25,639	24,390
Sewer	125,000	125,000	Mains Const	May '89	Feb '93	9,356	4,605	4,741	9,346	16,929	11,544	21,027	20,274
Sewer	135,000	135,000	Rehabilitation	May '89	Feb '93	9,897	4,655	5,089	9,744	18,256	22,633	21,875	21,079
Sewer	393,951	393,951	Rehab. (WPAT)	May '91	Feb '93	20,843	14,369	10,168	24,537	22,710	23,061	23,428	23,813
Sewer	115,000	115,000	Rehabilitation	May '89	Sep. '93	15,080	11,500	3,186	14,686	14,318	13,927	13,518	13,096
Sewer	50,000	50,000	Mains Const	May '89	Sep. '93	6,556	5,000	1,385	6,385	6,225	6,055	5,878	5,694
Sewer	238,725	238,725	MWRA Loan	Nov '94	May'95	47,745	47,745	0	47,745	47,745	47,745	47,745	
Water	150,000	150,000	Rehabilitation	May '88	Jul '89	12,502	10,475	1,377	11,852	11,202	6,701		
Water	191,000	191,000	Rehabilitation	May '88	Oct. '91	25,804	19,100	5,730	24,830	23,827	22,805	21,764	20,704
Water	400,000	400,000	Rehabilitation	May '89	Oct '91	46,273	30,311	14,416	44,727	59,880	57,338	54,749	52,113
Water	300,000	300,000	Rehabilitation	May '91	Feb '93	33,857	22,693	10,415	33,108	37,014	45,748	44,147	71,878
Water	200,000	200,000	Rehabilitation	May '91	Sep. '93	24,715	19,835	5,656	25,491	24,856	24,182	25,484	24,680
Water	500,000	500,000	Rehabilitation	May '92	Sep. '93	61,787	49,589	14,138	63,727	62,141	60,455	63,711	61,701
Landfill	35,000	35,000	Trailers	May '93	Sep. '93	10,683	5,000	418	5,418	5,258	5,088		
	3,643,676	3,643,676				450,349	346,941	99,021	445,962	475,419	479,345	368,965	339,422
BOND ANTICIPATION NOTES - Due March, 1996													
Sewer	20,000	20,000	Cooks Bridge Sta	May '94		803			5,000	4,850	4,680	4,440	4,220
Sewer	600,000	600,000	Rehabilitation	May '94		4,017			93,000	89,700	86,400	83,100	79,800
Sewer	650,000	650,000	Great Plain Sta	May '95		23,000			100,750	97,175	93,600	90,025	86,450
Water	200,000	200,000	Rehabilitation	May '93		8,033			31,000	29,900	28,800	27,700	26,600
Landfill	40,000	40,000	Trailers	May '94		1,607			10,000	9,600	9,200	8,800	8,400
	1,510,000	1,510,000				37,460			239,750	231,225	222,660	214,065	205,470
DEBT AUTHORIZED, NOT ISSUED (estimated)							Estimates						
Sewer	250,000		Mains Const.	May'89						proposed for recission at 1996 annual town meeting			
sewer	106,049		Rehab. (WPAT)	May '91					0	26,510	25,982	25,452	24,922
Sewer	250,000		Rehabilitation	May '92					38,750	37,375	36,000	34,625	33,250
Sewer	40,000		Reservoir St. Pwr	May '92						proposed for recission at 1996 annual town meeting			
Sewer	30,000		Storm Drains	May '93					4,650	4,485	4,320	4,155	3,990
Sewer	40,000		West St. Pump Sta	May '93						proposed for recission at 1996 annual town meeting			
Sewer	250,000		Rehabilitation	May '93					38,750	37,375	36,000	34,625	33,250
Sewer	30,000		Storm Drains	May '94					4,650	4,485	4,320	4,155	3,990
Sewer	50,000		Cooks Bridge Sta	May '94						proposed for recission at 1996 annual town meeting			
Sewer	361,275		MWRA Loan	Nov '94						proposed for recission at 1996 annual town meeting			
Water	300,000		Rehabilitation	May '93					0	45,000	43,500	42,000	40,500
Water	500,000		Rehabilitation	May '94					77,500	74,750	72,000	69,250	66,500
Landfill	318,000		Recycing Expan	May '93					79,500	77,910	76,320	74,730	73,140
Landfill	1,167,000		Recycing Expan	Nov '95					90,000	184,253	177,619	170,986	137,351
	3,692,324								333,800	492,143	478,061	459,978	416,893
TOTAL FEE	8,846,000	5,153,676				487,809			1,019,512	1,198,787	1,180,066	1,043,008	961,785

DEBT AUTHORIZED OUTSIDE LEVY LIMIT

DEP'T	AMOUNT AUTHORIZED	AMOUNT ISSUED	PURPOSE	DATE VOTED	DATE ISSUED	FY 96	Principal	FY 97 Interest	Total	FY 98	FY 99	FY 00	FY 01
Town	1,383,000	1,383,000	Land Acquisition	May'88	Jun'89	182,898	150,000	19,800	169,800	159,900			
Fire/Police	3,750,000	3,750,000	Renovation	May'88	Jun'89	503,961	399,055	73,238	472,293	523,757	245,776		
Schools	6,200,000	5,850,000	H.S. Renovation	May'87	Jun'89	769,116	642,000	84,744	726,744	684,372			
Landfill	1,500,000	1,500,000	Transfer Station	Jan'88	Jun'89	84,900	75,000	4,950	79,950				
Fire	1,252,000	1,252,000	Renovation #2	May'89	May'90	173,988	139,111	25,696	164,807	150,624	123,711		
Fire	98,000	98,000	Renovation #2	May'89	Oct' 91	14,101	10,889	2,657	13,546	12,974	12,392	11,798	11,193
Schools	6,444,000	6,444,000	Pollard	May'92	Feb'93	1,222,235	619,745	186,441	806,186	804,249	808,835	809,742	814,878
Schools	395,000	395,000	Pollard	May'92	due'96	12,159							
Schools	5,500,000	0	Newman	Feb'96	NA	0	Estimate →		487,400	487,760	1,027,600	973,370	968,745
	26,522,000	20,672,000				2,963,358	2,035,800	397,526	2,920,726	2,823,636	2,218,314	1,794,910	1,794,816
			H.S Reimbursement			514,249			*514,249*	*514,249*	*514,249*	*514,249*	*514,249*
			Pollard Reimbursement			*550,710*			*508,250*	*508,250*	*508,250*	*508,250*	*508,250*
						1,898,399			1,898,227	1,801,137	1,195,815	772,411	772,317

TRANSFERS FROM FINANCE COMMITTEE RESERVE FUND TO APPROPRIATION ACCOUNTS

July 1, 1994 - June 30, 1995

(Transfers have been summarized below by department. These amounts are included in the EXPENDED FY 1995 column of the Operating Budget section)

REQUESTS	AMOUNT
Abatement Interest Expense	$47,000
Police Salaries	40,300
Park & Recreation - Salary	5,000
Board of Appeals	231
Total	$92,531

WARRANT FOR THE ANNUAL TOWN MEETING
MONDAY, APRIL 8, 1996
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	-	Hillside School - Gymnasium
Precinct B	-	Hillside School - Gymnasium
Precinct C	-	Newman School - Gymnasium
Precinct D	-	High Rock School - Gymnasium
Precinct E	-	Pollard Middle School - Room 226
Precinct F	-	Stephen Palmer Community Room
Precinct G	-	Broadmeadow School - Gymnasium
Precinct H	-	Broadmeadow School - Gymnasium
Precinct I	-	William Mitchell School - Gymnasium
Precinct J	-	William Mitchell School - Gymnasium

on MONDAY, THE EIGHTH DAY OF APRIL, 1996

from forty-five minutes after six o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;
Two Selectmen for Three Years;
One Selectmen for One Year;
One Assessor for Three Years;
Two Members of School Committee for Three Years;
One Trustee of Memorial Park for Three Years;
Three Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for Three Years;
One Member of Park and Recreation Commission for Three Years;
One Member of Park and Recreation Commission for One Year;
Two Constables for Three Years;
Nine Town Meeting Members from Precinct A for Three Years;
Nine Town Meeting Members from Precinct B for Three Years;

One Town Meeting Member from Precinct B for One Year;
Nine Town Meeting Members from Precinct C for Three Years;
Nine Town Meeting Members from Precinct D for Three Years;
One Town Meeting Member from Precinct D for One Year;
Eight Town Meeting Members from Precinct E for Three Years;
Eight Town Meeting Members from Precinct F for Three Years;
Eight Town Meeting Members from Precinct G for Three Years;
One Town Meeting Member from Precinct G for One Year;
Eight Town Meeting Members from Precinct H for Three Years;
Eight Town Meeting Members from Precinct I for Three Years;
One Town Meeting Member from Precinct I for Two Years;
Two Town Meeting Members from Precinct I for One Year;
Eight Town Meeting Members from Precinct J for Three Years;
One Town Meeting Member from Precinct J for One Year;

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and at the Newman School in said Town on MONDAY, THE SIXTH DAY OF MAY, 1996 AT 7:30 P.M.

ARTICLE 2: **BALLOT QUESTION**
To submit the following question upon the official ballot to the voters of the Town:

QUESTION: 1 GENERAL OVERRIDE - BOARD OF HEALTH

"Shall the Town of Needham be allowed to assess an additional $57,831 in real estate and personal property taxes for the operations of the Board of Health, for the fiscal year beginning July first, nineteen hundred and ninety-six?"

ARTICLE 3: **BALLOT QUESTION**
To submit the following question upon the official ballot to the voters of the Town:

QUESTION 2: GENERAL OVERRIDE - COUNCIL ON AGING

"Shall the Town of Needham be allowed to assess an additional $40,000 in real estate and personal property taxes for the operations of the Council on Aging, for the fiscal year beginning July first, nineteen hundred and ninety-six?"

ARTICLE 4: **BALLOT QUESTION**
To submit the following question upon the official ballot to the voters of the Town:

QUESTION 3: GENERAL OVERRIDE - FIRE DEPARTMENT

"Shall the Town of Needham be allowed to assess an additional $107,000 in real estate and personal property taxes for the operations of the Fire Department, for the fiscal year beginning July first, nineteen hundred and ninety-six?

ARTICLE 5: **BALLOT QUESTION**
To submit the following question upon the official ballot to the voters of the Town:

QUESTION 4: GENERAL OVERRIDE - LIBRARY

"Shall the Town of Needham be allowed to assess an additional $295,000 in real estate and personal property taxes for the operations of the Library, for the fiscal year beginning July first, nineteen hundred and ninety-six?"

ARTICLE 6: BALLOT QUESTION

To submit the following question upon the official ballot to the voters of the Town:

QUESTION 5: GENERAL OVERRIDE - MUNICIPAL BUILDING MAINTENANCE DEPARTMENT

"Shall the Town of Needham be allowed to assess an additional $45,000 in real estate and personal property taxes for the operations of the Municipal Building Maintenance Department, for the fiscal year beginning July first, nineteen hundred and ninety-six?"

ARTICLE 7: BALLOT QUESTION

To submit the following question upon the official ballot to the voters of the Town:

QUESTION 6: GENERAL OVERRIDE - PARK AND RECREATION DEPARTMENT

"Shall the Town of Needham be allowed to assess an additional $40,500 in real estate and personal property taxes for the operations of the Park and Recreation Department, for the fiscal year beginning July first, nineteen hundred and ninety-six?

ARTICLE 8: BALLOT QUESTION

To submit the following question upon the official ballot to the voters of the Town:

QUESTION 7: GENERAL OVERRIDE - POLICE DEPARTMENT

"Shall the Town of Needham be allowed to assess an additional $97,651 in real estate and personal property taxes for the operations of the Police Department, for the fiscal year beginning July first, nineteen hundred and ninety-six?"

ARTICLE 9: BALLOT QUESTION

To submit the following question upon the official ballot to the voters of the Town:

QUESTION 8: GENERAL OVERRIDE - PUBLIC WORKS DEPARTMENT

"Shall the Town of Needham be allowed to assess an additional $105,605 in real estate and personal property taxes for the operations of the Public Works Department, for the fiscal year beginning July first, nineteen hundred and ninety-six?"

ARTICLE 10: BALLOT QUESTION

To submit the following question upon the official ballot to the voters of the Town:

QUESTION 9: GENERAL OVERRIDE - SCHOOL DEPARTMENT

"Shall the Town of Needham be allowed to assess an additional $1,489,811 in real estate and personal property taxes for the operations of the School Department, for the fiscal year beginning July first, nineteen hundred and ninety-six?"

ARTICLE 11: BALLOT QUESTION

To submit the following question upon the official ballot to the voters of the Town:

QUESTION 10: GENERAL OVERRIDE - YOUTH COMMISSION

"Shall the Town of Needham be allowed to assess an additional $66,431 in real estate and personal property taxes for the operations of the Youth Commission, for the fiscal year beginning July first, nineteen hundred and ninety-six?"

ARTICLE 12: BALLOT QUESTION

To submit the following question upon the official ballot to the voters of the Town:

QUESTION 11: CAPITAL EXCLUSION

"Shall the Town of Needham be allowed to assess an additional $66,500 in real estate and personal property taxes for handicapped accessible restrooms at the Stephen Palmer Center, playground and field rehabilitation, and Rosemary Pool engineering, for the fiscal year beginning July first, nineteen hundred and ninety-six?"

ARTICLE 13: BALLOT QUESTION

To submit the following question upon the official ballot to the voters of the Town:

QUESTION 12: DEBT EXCLUSION - NEWMAN SCHOOL

"Shall the Town of Needham be allowed to exempt from the provisions of Proposition two and one-half, so called, the amount required to pay for the bond issued in the principal amount not to exceed $5,500,000 in order to make extraordinary repairs and additions to the Newman Elementary School?

ARTICLE 14 : COMMITTEE/OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 15: STREET ACCEPTANCE

To see if the Town will vote to accept the following street or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk including the taking or acceptance of easements as shown on said plans:

Frank Street from Horace Street to William Street, a distance of approximately 445 feet.

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

PERSONNEL RELATED ARTICLES

ARTICLE 16: FUND COLLECTIVE BARGAINING AGREEMENT - DPW / NAGE

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the DPW / NAGE; and to recommend to amend the necessary line items in the 1997 Operating Budget under Articles 21, 22 and 23 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 17 : AMEND CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule; or take any other action relative thereto.

NOTE: All revisions to the Classification and Standard Rates of Compensation Schedule will be provided to Town Meeting Members as soon as possible before May 6, 1996. Except as otherwise required by State Law, the classes of positions in paid appointive service in the Town, other than those in the service of the School Department, and the standard rates of compensation thereof, effective July 1, 1996, may be found in the Classification and Standard Rates of Compensation Schedule, as amended.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 18: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 1996, as required by the General Laws, Chapter 41, Section 108 and as recommended by the Personnel Board and subject to, in the case of the Town Clerk, the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-Law.

Town Clerk	$45,628
Town Clerk with Six Years of Service	$53,055
Selectmen, Chairman	$1,800
Selectmen, Others	$1,500
Assessor, in Office as of 1/17/96	$10
Assessor, elected after 1/17/96	$0

or take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

FINANCE/BUDGET ARTICLES

ARTICLE 19: APPROPRIATE FOR TAX WORK-OFF PROGRAM

To see if the Town will vote to raise and appropriate $5,000 for the purpose of conducting a tax work-off program; said sum to be spent under the direction of the Board of Selectmen; said sum shall be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 20: APPROPRIATE FOR HAZARDOUS WASTE COLLECTION DAY

To see if the Town will vote to raise and appropriate $5,000 for the purpose of conducting a hazardous waste collection day; said sum to be under the direction of the Board of Selectmen; said sum shall be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 21: APPROPRIATE THE FY97 OPERATING BUDGET

To see what sums of money the Town will vote to raise and appropriate for the necessary Town expenses and charges; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: The amounts appropriated be as recommended in the FY97 Operating Budget recommendations as shown on Page 10.

ARTICLE 22: APPROPRIATE THE FY97 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate from water receipts or transfer from the water enterprise fund the following sums of money to operate the water division of the DPW; under the provision of G.L. Chapter 44, Section 53F ½:

908	Salaries	$505,755
909	Purchase of Services	229,891
910	Expenses	151,255
911	Capital Outlay	103,500
912	MWRA Assessment	120,455
913	Emergency Repairs	20,000
914	Debt Service	315,000
	TOTAL	$1,445,856

or take any other action relative thereto.

INSERTED BY: Board of Selectmen/ Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 23: APPROPRIATE THE FY97 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate from sewer receipts or transfer from the sewer enterprise fund the following sums of money to operate the sewer division of the DPW; under the provisions of G.L. Chapter 44, Section 53F ½:

901	Salaries	$403,700
902	Purchase of Service	94,779
903	Expenses	59,300
904	Capital Outlay	0
905	MWRA Assessment	3,468,741
906	Emergency Repairs	20,000
907	Debt Service	515,000
	TOTAL	$4,561,520

or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 24: CONTINUE REVOLVING FUND - SCHOOL BUSING

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ of the General Laws for the revenues from the School Department Fee-Based Busing Program; to authorize the School Committee through the Superintendent to expend money from such fund in the amount of $95,000 in fiscal year 1997; or take any other action relative thereto.

INSERTED BY: School Committee
FINANCE COMMITTEE RECOMMENDS THAT:

Summary of MGL Chapter 44, Section 53E ½ : A revolving fund established under the provisions of G.L. Chapter 44, Section 53E ½ must be authorized annually by vote of the Town Meeting. The Town Meeting may authorize the use of one or more revolving funds by one or more municipal agencies, boards, departments or offices which fund shall be accounted for separately from all other monies in the Town. The fund shall be credited only the departmental receipts received in connection with the programs supported by such revolving fund and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½.

The annual Town Meeting authorization for each revolving fund shall specify:

(1) the programs and purposes for which the revolving fund may be expended;
(2) the departmental receipts which shall be credited to the revolving fund;
(3) the board, department or officer authorized to expend from such fund; and
(4) a limit on the amount which may be expended from such fund in the ensuing year.

In any fiscal year the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to MGL. Chapter 59, section 23.

Said agency, board, department or office shall report annually to the Town Meeting or Board of Selectmen as provided by Section 53E ½.

At the close of a fiscal year in which a revolving fund is not reauthorized for the following year or in which the Town changes the purpose for which money may be spent the following year, the balance shall revert to surplus revenue unless the Annual Town Meeting votes to transfer such balance to another revolving fund.

ARTICLE 25: CONTINUE REVOLVING FUND - MEMORIAL PARK

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ of the General Laws for the revenues from Memorial Park food concessions; such funds to be used for improvements to the Memorial Park; to authorize the Memorial Park Trustees to expend money from such fund in fiscal year 1997 in the amount of $4,100; or take any other action relative thereto.

INSERTED BY: Memorial Park Trustees
FINANCE COMMITTEE RECOMMEND THAT: Recommendation Deferred

Summary of M.G.L. Chapter 44, Section 53E ½: See summary for Article 24.

ARTICLE 26: CONTINUE REVOLVING FUND - LOCAL TRANSPORTATION

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ of the General Laws for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program; to authorize the Board of Selectmen through the Town Administrator to expend money from such fund in fiscal year 1997 in the amount of $40,000; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Summary of M.G.L. Chapter 44, Section 53E ½: See summary for Article 24.

ARTICLE 27: CONTINUE REVOLVING FUND: YARD WASTE PROCESSING PROGRAM

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 179 of the Acts of 1993 for the revenues from the Yard Waste Processing Program; to authorize the Board of Selectmen through the Director of Public Works to expend money from such fund in fiscal year 1997 in the amount of $75,000; or take any action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Summary of Chapter 179 of the Acts of 1993: This law authorizes the creation of an intergovernmental revolving fund by a town that is the lead community in the operation of a multi-community yard waste processing or recycling program. For a lead community to create the fund, its board of selectmen must vote to authorize it, must establish a limit on the total amount which may be spent from the fund for the first fiscal year and must designate the department responsible for operating the yard waste processing or recycling program. For future fiscal years the local appropriating body will set the annual spending limit and designate the responsible department. The spending limit may be increased during the course of any fiscal year with the approval of the board of selectmen.

Participating communities will appropriate funds for the purposes of the yard waste processing or recycling program and will pay them over to the treasurer of the lead community. Any other receipts generated in connection with the program will also be credited to the fund. Monies in the fund may be spent without appropriation for the operation of the program, but no expenditures may be made or obligations incurred in excess of the actual monies received and credited to the fund, nor of the approved spending limit for the year. The balance in the fund at the end of the fiscal year will carry forward into the next year. An annual report on the operation of the fund is to be prepared by the accounting officer, reviewed by the board of selectmen, and forwarded to the Bureau of Accounts.

ARTICLE 28: ACCEPT G.L. CHAPTER 73, SECTION 4 OF THE ACTS OF 1986 - (CONTINUATION OF INCREASE IN PROPERTY TAX EXEMPTION LIMITS)

To see if the Town will vote to accept, for fiscal year 1997, the provisions of Section 4 of G.L. Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions; and to approve an increase in the amount of 15% for each eligible exemption; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Summary of Chapter 73, Section 4 of the Acts of 1986: Town Meeting approval of the additional exemption, as well as application for the exemption by the taxpayer, must be made annually. Approval was first granted by the May 1993 Town Meeting. Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws:

Clauses 17, 17C, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42, or 43.

The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayers original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value.

ARTICLE 29: AUTHORIZATION TO EXPEND STATE FUNDS FOR WAYS

To see if the Town will vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways, authorize the expenditure of those funds provided or to be provided by the Commonwealth through the Massachusetts Highway Department; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 30: TRANSFER OF UNDESIGNATED FUND BALANCE

To see if the Town will vote to transfer $2,078,000 from the Undesignated Fund Balance account (Free Cash) to meet, in art, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds

to meet appropriations in their computation of the tax rate for the fiscal year 1997; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

CAPITAL IMPROVEMENT BUDGET ARTICLES

Articles 31 - 55 are the Capital Improvement Budget Articles as recommended by the Board of Selectmen in the FY 1997-2001 Capital Improvement Plan (CIP). An Executive Summary of the CIP can be found on page 43.

ARTICLE 31: APPROPRIATE FOR POLLARD ADA IMPROVEMENTS

To see if the Town will vote to raise and appropriate $150,000 for remodeling and reconstructing necessary to improve and upgrade the handicapped accessibility at the Pollard Middle School; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to $150,000 for a period of up to five years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 32: APPROPRIATE FOR SCHOOL DEPARTMENT MODULAR CLASSROOMS

To see if the Town will vote to raise and appropriate the sum of $375,000 to purchase and install modular classrooms at various schools; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to $375,000 for a period of up to five years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 33: APPROPRIATE FOR MITCHELL SCHOOL ADA COMPLIANCE

To see if the Town will vote to raise and appropriate $130,000 for remodeling and reconstructing necessary to improve and upgrade the handicapped accessibility at the Mitchell School; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow up to $130,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 34: APPROPRIATE FOR A FIRE COMMAND VEHICLE

To see if the Town will vote to raise and appropriate the sum of $35,000 for the purchase of a command vehicle for the Needham Fire Department; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $35,000 for a period of up to five years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 35: APPROPRIATE FOR FIRE ALARM CABLE RUN

To see if the Town will vote to raise and appropriate the sum of $25,000 for replacement of Fire Department Alarm Cabling; to be expended under the direction of the Board of Selectmen; said sum to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 36: APPROPRIATE FOR PARK & RECREATION PLAYGROUND RECONSTRUCTION

To see if the Town will vote to raise and appropriate the sum of $20,000 for playground reconstruction at Cricket Field, Riverside Field, Avery Field and Dwight Field; said sum to be spent under the direction of the Park and Recreation Commission; said sum to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 37: APPROPRIATE FOR ROSEMARY POOL STUDY

To see if the Town will vote to raise and appropriate the sum of $25,000 for engineering plans for the Rosemary pool and bathhouse; to be expended under the direction of the Park and Recreation Commission; said sum to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 38: APPROPRIATE FOR PUBLIC SAFETY DISPATCHING EQUIPMENT

To see if the Town will vote to raise and appropriate the sum of $180,000 to purchase public safety dispatching equipment; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow up to $180,000 for a period of up to five years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 39: APPROPRIATE FOR STEPHEN PALMER CENTER RESTROOMS

To see if the Town will vote to raise and appropriate $21,500 for remodeling and reconstruction necessary to improve and upgrade the handicapped accessibility at the Stephen Palmer Senior Center; to be spent under the direction of the Board of Selectmen; said sum to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 40: APPROPRIATE FOR MUNICIPAL BUILDING REPAIRS

To see if the Town will vote to raise and appropriate the sum of $118,000 for extraordinary repairs to the Town Hall, the Public Works building, the Library, the Pollard School and Emory Grover Building; said sum to be expended under the direction of the Municipal Building Maintenance Board; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow up to $118,000 for a period of up to five years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 41: APPROPRIATE FOR DPW EQUIPMENT REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of $345,000 for DPW equipment; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $345,000 for a period of up to five years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 42: APPROPRIATE FOR DPW SIDEWALK TRACTOR

To see if the Town will vote to raise and appropriate the sum of $60,000 to purchase a sidewalk tractor, to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $60,000 for a period of up to five years under G.L. Chapter 44 Section 7; or take any other action relative thereto.

INSERTED BY Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 43: APPROPRIATE FOR SIDEWALK RECONSTRUCTION

To see if the Town will vote to raise and appropriate the sum of $25,000 to repair, repave or reconstruct certain sidewalks at various locations; said sum to be expended under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $25,000 for a period of up to five years,

under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 44: APPROPRIATE FOR POLLARD GROUNDS / GREENE'S FIELD

To see if the Town will vote to raise and appropriate the sum of $87,000 to reconstruct certain portions of the Pollard School grounds and Greene's field; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow up to $87,000 for a period of up to 15 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 45: APPROPRIATE FOR MEMORIAL PARK VIEWING STANDS

To see if the Town will vote to raise and appropriate the sum of $97,000 to replace the portable athletic viewing stands at Memorial Park; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow up to $97,000 for a period of up to 15 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 46: APPROPRIATE FOR WATER METER REPLACEMENT - PHASE I

To see if the Town will vote to raise and appropriate the sum of $492,000 for the purchase and installation of water meters, to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $492,000 for a period up to 10 years under G.L. Chapter 44, Section 8; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 47: APPROPRIATE FOR WATER SUPPLY TREATMENT PLANT

To see if the Town will vote to raise and appropriate the sum of $3,000,000 for the engineering, design, construction and equipment, including the preparation of plans and specifications for a water supply treatment facility; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $3,000,000 for a period of up to 30 years under G.L. Chapter 44, Section 8 ; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 48: APPROPRIATE FOR SEWER SYSTEM REHABILITATION THROUGH MWRA LOAN PROGRAM

To see if the Town will vote to appropriate $553,300 for the engineering, construction or reconstruction of sewers, sewerage systems and sewage disposal facilities, consisting of infiltration/inflow improvements; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $553,300 under G.L. Chapter 44, Section 7(1); that the Treasurer with the approval of the Selectmen is authorized to borrow all or a portion of the amount from the Massachusetts Water Resources Authority ("MWRA") and in connection therewith to enter into a loan agreement and/or security agreement with the MWRA with respect to such loan; and that the Selectmen be authorized to contract for and expend any federal, state or other aid available for the project, including any grant related to such project from the MWRA; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 49: APPROPRIATE FOR SEWER SYSTEM REHABILITATION DESIGN

To see if the Town will vote to raise and appropriate the sum of $50,000 to rehabilitate certain portions of the sanitary sewer system, including engineering services; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow up to $50,000 for a period of up to 30 years under G.L. Chapter 44, Section 8; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 50: APPROPRIATE FOR EPA STORM WATER DISCHARGE INVESTIGATION

To see if the Town will vote to raise and appropriate the sum of $100,000 for a storm water discharge engineering analysis and reconstruction; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $100,000 for a period of up to 30 years, under G.L. Chapter 44, Section 8; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 51: APPROPRIATE FOR TRANSFER TRAILER REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of $31,000 for the purchase of a solid waste transfer trailer; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow up to $31,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 52: APPROPRIATE FOR DPW MATERIAL SCREENER

To see if the Town will vote to raise and appropriate the sum of $128,000 to purchase a Material Screener for use at the Recycling and Transfer Station; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow up to $128,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 53: APPROPRIATE FOR LANDFILL ENGINEERING

To see if the Town will vote to raise and appropriate $70,000 for engineering services to comply with the Massachusetts Department of Environmental Protection requirements to close the sanitary landfill; to be spend under the direction of the Board of Selectmen; said sum to be raised from the Landfill Reserve Account; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 54: APPROPRIATE FOR MUNICIPAL PARKING LOT IMPROVEMENTS

To see if the Town will vote to raise and appropriate $75,000 to renovate Chapel Street and Eaton Square municipal parking lots; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Town will appropriate $35,000 from the parking meter fund and $40,000 from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 55: APPROPRIATE FOR PARISH ROAD RECONSTRUCTION

To see if the Town will vote to raise and appropriate the sum of $402,000 to reconstruct and repave Parish Road; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $402,000 for a period of up to five years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 56: APPROPRIATE FOR NEW DEBT SERVICE

To see if the Town will vote to raise and appropriate the sum of $42,270 from the tax levy for the payment of interest on debt in fiscal year 1997 for capital projects approved at the 1996 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 57: RESCIND BOND AUTHORIZATIONS

To see if the Town will vote to rescind a part or all of the following authorizations to borrow funds, which were approved in prior years, where the purposes of the borrowing have been completed and/or it was unnecessary to borrow the full amount approved;

Article 50, 1988 ATM (Ambulance)	$3,000
Article 22, 1989 ATM (Sewer Main Construction)	$250,000
Article 33, 1992 ATM (Pumping Station)	$40,000
Article 35, 1992 ATM (Oil Tank Replacement)	$83,000
Article 24, 1993 ATM (Pumping Station)	$40,000
Article 42, 1994 ATM (Pumping Station)	$50,000
Article 2, November 1994 STM (MWRA Sewer System Loan)	$361,275

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ZONING ARTICLES

ARTICLE 58: AMEND ZONING BY-LAW - DEFINITION OF SETBACK

To see if the Town will vote to amend the Zoning By-Law, Section 1.3 Definitions, by adding language to the definition of the word "Setback" so that the entire section shall read as follows (new language underlined):

"Setback - front, side and rear - the minimum horizontal distance from a street line or a lot line, as the case may be, to any part of a building or structure, including overhang but not uncovered steps, fences or awnings. Notwithstanding the above, in the Business, Chestnut Street Business, Center Business, Avery Square Business, Neighborhood Business, and Hillside Avenue Business districts, the following exemptions shall apply: (i) eaves, cornices, friezes, and architraves shall not be regarded in the computation of the setback to the extent that they do not intrude into the setback area by more than one and one-half (1.5) feet, are a minimum of twelve (12) feet above the mean grade level at the facade on which the encroachment occurs, and have a cumulative area of not more than ten (10) percent of the wall area of the facade on which the encroachment occurs; and (ii) pilasters and columns shall not be regarded in the computation of the setback to the extent that they do not intrude into the setback area by more than one-half (.5) foot, are ornamental and non-structural in nature, and have a cumulative width of not more than five (5) percent of the length of the facade on which the encroachment occurs. In measuring the required setback from any street line, the applicable minimum front setback requirement shall be used."

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 59: AMEND ZONING BY-LAW - CONDITIONS FOR APPROVAL OF A SPECIAL PERMIT

To see if the Town will vote to amend the Zoning By-Law as follows:

1. In Section 7.5.2 Special Permits, Subsection 7.5.2.2 Conditions for Approval of a Special Permit, by inserting a new paragraph (e), to read as follows:

   "e) provision of a greater number of parking spaces or loading bays with estimates based on the ITE Parking Generation Manual, 2nd Edition, or an alternative technical source determined by the Board of Appeals to be equally or more applicable, but only in such cases that the Board of Appeals makes a finding that the proposed use generates parking demand in excess of that required by the By-Law."

2. In Section 7.5.2 Special Permits, Subsection 7.5.2.2 Conditions for Approval of a Special Permit, by redesignating existing paragraph (e) as paragraph (f), existing paragraph (f) as paragraph (g), existing paragraph (g) as paragraph (h), and existing paragraph (h) as paragraph (i).

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 60: AMEND ZONING BY-LAW - OFF-STREET PARKING REQUIREMENTS

To see if the Town will vote to amend the Zoning By-Law, Section 5.1.2 Required Parking, by adding the following underlined language to the first paragraph thereof so that it shall read as follows (new language underlined):

"In the event that the Building Inspector is unable to determine if a particular use relates to any use within the table of 'Required Parking' (Section 5.1.2), the Planning Board shall recommend to the Building Inspector a reasonable number of spaces to be provided based on the expected parking needs of occupants, users, guests, or employees of the proposed business, with said recommendations based on the ITE Parking Generation Manual, 2nd Edition, or an alternative technical source determined by the Planning Board to be equally or more applicable."

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 61: AMEND ZONING BY-LAW - SCHEDULE OF USE REGULATIONS RELATIVE TO OFFICE USE IN THE CENTER BUSINESS DISTRICT

To see if the Town will vote to amend the Zoning By-Law as follows:

1. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by deleting the row which reads "Craft, consumer, professional or commercial service establishment dealing directly with the general public and not enumerated elsewhere in this section" and replacing it with the following:

   "Craft, consumer or commercial service establishment dealing directly with the general public and not enumerated elsewhere in this section."

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above

the row which reads "Theatres and indoor moving picture shows; pool and billiard rooms" a new entry which shall read as follows:

"USE	B	CSB	CB	ASB	HAB
Real estate sales or rental services	Y	Y	Y	Y	Y
Travel agency, insurance agency, or ticket agency	Y	Y	Y	Y	Y"

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 62: AMEND ZONING BY-LAW - SCHEDULE OF USE REGULATIONS RELATIVE TO MEDICAL CLINIC USE IN THE CENTER BUSINESS DISTRICT

To see if the Town will vote to amend the Zoning By-Law, Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by revising the row "Medical clinic" and its accompanying entries so that it shall read as follows (new language underlined):

"USE	B	CSB	CB	ASB	HAB
Medical clinic	SP	SP	SP*	SP	SP"

*Allowed on second floor only

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 63: AMEND ZONING BY-LAW SECTION 4.1 - DIMENSIONAL REGULATIONS (HEIGHT/ SETBACK LIMITATION EXCEPTION)

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 4.1, Basic Requirements, by inserting the following new Section 4.1.6

"Section 4.1.6, Height and Setback Limitation Exception

Utility poles erected by or for any municipal or appointed or elected board or commission on public property for recreational purposes to a maximum height of eighty (80) feet and a maximum front, rear or side setback limit of five (5) feet."

or take any other action relative thereto.

INSERTED BY: Citizens' Petition
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

GENERAL BY-LAWS ARTICLES

ARTICLE 64: AMEND GENERAL BY-LAW, SECTION 9.2.2.6

To see if the Town will vote to amend Section 9.2.2.6 of the General By-laws by deleting paragraph 9.2.2.6.D. in its entirety and replacing it with a new paragraph 9.2.2.6.D. and adding a new paragraph 9.2.2.6.E. as follows:

"D. Regulation Affecting Smoking and the Sale and Distribution of Tobacco in Needham Article 1 Section 1.6 Retail Sale of Tobacco Products

Enforcement Agent: Health Director, Sanitarian, Tobacco Control Program Director, or Public Health Nurse
Fine Schedule:
first offense - warning
second offense - one hundred dollars ($100)
third offense - two hundred dollars ($200)
fourth and subsequent offenses - three hundred dollars ($300)."

"E. All Other Board of Health Regulations

Enforcement Agent: Health Director, Sanitarian, Tobacco Control Program Director, or Public Health Nurse
Fine Schedule:
first offense - warning
second offense - twenty dollars ($20)
third and subsequent offenses - fifty dollars ($50)."

or take any other action relative thereto.

INSERTED BY: Board of Health
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 65: AMEND GENERAL BY-LAW, SECTION 3.1.14

To see if the Town will amend its General By-laws by deleting Section 3.1.14 in its entirety and replacing it with the following:

"Water emergencies; violations

The Board of Selectmen, or its designee, shall hereby be authorized to declare water emergencies from time to time as authorized by MGL C. 21G., ss 15, 16 and 17. The purpose of such a declaration is to minimize and conserve water. During such an emergency the following uses of water from the Town's public water system shall be prohibited: all outside external use of water; watering lawns, gardens and shrubbery and other landscape; vehicular washing. Violations of a water emergency shall be fined by the Water & Sewer Division or its designee as follows:

1. Fifty dollars ($50) for the first offense.
2. One-hundred dollars ($100) for the second offense.
3. One-hundred dollars ($100) for each additional offense.

This section only pertains to residences, commercial property and industry served by the Town's water system.

3.1.15 Fines.

Whoever violates the provisions of sub-sections 3.1.1 through 3.1.14 shall be punished by a fine not exceeding fifty dollars ($50) for each offense, unless otherwise provided.

And by adding a new section 'S' to 9.2.2.3 as follows:

"**Water Emergencies; Violations (subsection 3.1.14)**

Enforcement Agent: Any DPW Supervisor

Fine Schedule:

$50	First offense
$100	Second offense
$100	for each additional offense"

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 66: AMEND GENERAL BY-LAW, SECTION 4.3. (FEE , REGISTRATION APPLICABLE TO FLAMMABLES)

To see if the Town will vote to amend Section 4.3.2 of the General By-Laws by deleting Sections 4.3.2 and 4.3.3 in their entirety and replace them with new paragraphs as follows:

4.3.2 Licenses for the Storage of Flammables issued by the Board of Selectmen

Class A: (all types)

166 -	40,000 gallons	$50.00
40,001 -	80,000 gallons	200.00
80,001 -	100,000 gallons	300.00
100,001 -	500,000 gallons	400.00
500,001 -	1,000,000 gallons	500.00
over 1,000,000 gallons		800.00

Class B Fuel: (all types)

501 -	20,000 gallons	50.00
20,001 -	40,000 gallons	100.00
40,001 -	80,000 gallons	200.00
80,001 -	100,000 gallons	300.00
100,001 -	500,000 gallons	400.00
500,001 -	1,000,000 gallons	500.00
over	1,000,000 gallons	800.00

Class C Fluids: (all types)

1,001 -	20,000 gallons	50.00
20,001 -	40,000 gallons	100.00
40,001 -	80,000 gallons	200.00
80,001 -	100,000 gallons	300.00

100,001-	500,000 gallons	400.00
500,001-	1,000,000 gallons	500.00
over	1,000,000 gallons	800.00

Flammable Solids 101 lbs and up	50.00
Flammable Gases (within a building) 3,001 cubic ft. and up	50.00
Flammable Gases (outside a building) 10,001 cubic ft. and up	50.00

Liquid Petroleum Gases

271 -	1,000 gallons	50.00
over	1,001 gallons	100.00

Automobiles:

The parking of four or more vehicles in a structure - two dollars ($2.00) per vehicle, and not less than fifty dollars ($50.00).

Advertising costs for a hearing by the Board of Selectmen for the issuance of a license for the storage of flammables shall be paid by the applicant.

The annual fees shall include the cost of the initial registration with the Town Clerk. The fee for each annual renewal registration with the Town Clerk shall be the amount herein specified for the original license as set forth above.

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

TOWN MEETING COMMITTEES

ARTICLE 67: CONTINUE COMMUNITY CENTER STUDY COMMITTEE

To see if the Town will continue the Community Center Study Committee established by vote of the 1994 Annual Town Meeting under Article 59, to direct and authorize said Committee to study the options for providing a community facility that may meet the current and future needs for youth, recreation, cultural and senior programs; said Committee shall report back to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Community Center Study Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 68: RECONSTITUTE THE TOWN GOVERNMENT REVIEW COMMITTEE

That the Town reconstitute the Town Government Review Committee, established by vote of the 1988 Annual Town Meeting under Article 5; to make a study relative to the Charter, structure and management of the Town Government and to the delivery of Town services, with a view to restructuring Town Government to improve the delivery, supervision and administration of its services and activities, and to achieving economies which will enable the Town to function more

effectively within the constraints imposed by Proposition 2 ½ so called; that the several officers, departments, boards, committees and other administrative agencies of the Town provide said Committee with such information and materials relative to their organization, functions and activities, other than information and records classified as confidential by State and Federal laws and regulations, as said committee may request; such committee to be appointed as follows: four members by the Moderator, two by the Selectmen, two by the Finance Committee and one by the Personnel Board; such committee to report its recommendations to the 1997 Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Citizens' Petition
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 69: CONTINUE PARKING FACILITIES STUDY COMMITTEE

To see if the Town will vote to continue the Parking Facilities Study Committee initially established by vote of the Town under Article 4 of the Special Town Meeting in May 1986 and amended under Article 61 of the 1994 Annual Town Meeting; direct and authorize said Committee to study the parking needs and problems of the community; and report its recommendations to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Parking Facilities Study Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 70: CONTINUE SCHOOL SAFETY STUDY COMMITTEE

To see if the Town will vote to continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10; direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: School Safety Study Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 71: CONTINUE SOLID WASTE DISPOSAL/RECYCLING ADVISORY COMMITTEE

To see if the Town will vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and amended under Article 40 of the 1993 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Solid Waste Disposal/Recycling Advisory Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 72: CONTINUE COMMITTEE ON SCHOOL FINANCE

To see if whether the Town will vote to continue the committee studying school financing established by vote of the 1995 Annual Town Meeting under Article 59, to direct the committee to investigate the constitutional issues arising from the present use by the Commonwealth of the property tax to fund the operating costs of the public schools within the Town, and state mandates to the School Committee and Department; said study committee shall report back to the next Annual Town

Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Committee of School Finance
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 73: CONTINUE COMMITTEE TO STUDY TOWN'S ASSESSING FUNCTION

To see if the Town will vote to continue the Committee studying the Town's assessing function established by vote of the February 5, 1996 Special Town Meeting under Article 4; direct and authorize said Committee to continue to investigate the Town's assessing functions; said study committee shall report back to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 74: CONTINUE THE NEEDHAM CEMETERY STUDY COMMITTEE

To see if the Town will vote to continue the Committee studying the Needham Cemetery established by vote of the 1995 Annual Town Meeting under Article 65; direct and authorize said Committee to study the feasibility of the Town of Needham acquiring the ownership and management of the Needham Cemetery; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Needham Cemetery Study Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 75: OMNIBUS ARTICLE

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for, or proposed by the Selectmen, or any Town Officer or Committee; to appoint such committees as may be decided upon; and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 27th day of February, 1996

Sally B. Davis, Chairman
Paul Theodore Owens, Vice Chairman
David F. Eldridge, Jr.
John D. Marr, Jr.
Daniel P. Matthews
Selectmen of Needham

a true copy
Attest:
Constable

FY1997-2001 CAPITAL IMPROVEMENT PLAN

Dear Finance Committee and Town Meeting Members:

We are pleased to submit the proposed FY1997-2001 Capital Improvement Plan (CIP) as required under the Town's General By-Law, Article II Section 2.3.

This CIP is the proposed schedule for the expenditure of funds to build, replace, and maintain the public facilities used by the citizens of Needham. The Capital Budget is the first year of the CIP and is reflected in separate Town Meeting Warrant Articles. Sections I, II, and III below include those projects being proposed for the May, 1996 Annual Town Meeting. Information regarding deferred and future Capital projects is found in Sections IV and V of this document. While we have proposed a funding plan for each project, there are a number of other funding alternatives available and the Selectmen are ready to discuss these.

Capital Budget Articles are distinct from the Town's Operating Budget. The Operating Budget authorizes the expenditure, on a one-year basis, of funds for salaries, fringe benefits, the purchase of services, supplies and equipment. It also includes the principal and interest on bonds issued to support previously approved capital projects. Since effective management of Town services depends on the timely combination of manpower, supplies and facilities, the Town's Capital Improvement Plan should be given the same attention and scrutiny that is given to the Operating Budget.

This Capital Improvement Plan represents our analysis of the Town's capital requirements at this time. Obviously, the difficult choice will be the funding of these capital projects. While many future capital needs have been identified for the FY1997-2001 period, it is ultimately up to Town Meeting, with the recommendation of the Finance Committee, to evaluate all projects and the funding options. We believe it is useful, however, to bring to the Finance Committee's and Town Meeting's attention our recommendations for maintaining the Town's capital assets.

In your review of the Capital Plan, please keep in mind that the capital planning process is an ongoing, highly dynamic one in which future priorities may change as the needs of the Town and its financial condition changes.

THE BOARD OF SELECTMEN

EXECUTIVE SUMMARY

INTRODUCTION

The following is a summary of the FY1997-2001 Capital Improvement Plan. Projects shown in Sections I, II and III are the recommendations to the Finance Committee and Town Meeting for consideration at the May 1996 Annual Town Meeting. The Plan is based on requests submitted to the Board of Selectmen by Town departments and the School Committee. The projects presented for FY1998-FY2001 reflect an assessment of future capital needs and are primarily shown for planning purposes. The Selectmen have not made a recommendation on these future projects at this time.

In considering the range of capital needs facing the Town, the following served as a guide:

Existing Capital Improvement Policies: In May, 1991, the Board of Selectmen adopted Capital Improvement Policies that guide them when assessing the capital needs of the Town. These policies include a definition of capital as items requiring the expenditure of at least $25,000 and having a useful life of more than five years.

Existing Debt Management policies: In May, 1991, the Board of Selectmen adopted Debt Management Policies that guide them in translating capital expenditures into annual operating costs (i.e., debt service). These policies include the following:

- tax supported debt service will not exceed 2 percent of gross annual general fund revenue. (Note: Debt service proposed for FY97 will slightly exceed this 2 percent guideline. It is proposed that this guideline be reviewed in light of the current credit rating standards that recognize annual debt service of 10 percent of gross general fund revenue as no threat to the credit worthiness of a municipality.)
- debt service associated with capital that supports enterprise type services will be financed with dedicated revenue sources (e.g., charges for services).
- total debt service (tax supported and rate supported) will not exceed 10 of gross annual revenues of the general and enterprise funds.
- bonds will be paid back within a period not to exceed the expected useful life of the asset being acquired.

Other Evaluation Criteria: Recommended capital project requests generally meet one or more of the following criteria:

- the project is required to comply with State and/or Federal handicapped accessibility standards
- the project is necessary to protect the health and safety of residents or Town employees
- the project is necessary to maintain an existing capital facility

I: FY1997 Recommended Projects - Funding from Bonding/General Fund Revenues

ARTICLE 31 - Pollard School ADA Improvements ($165,000): The recently completed renovations of the Pollard Middle School did not address certain alterations necessary to bring the facility into compliance with the Americans with Disabilities Act (ADA) requirements. Failure to bring the facility into compliance may in all likelihood, result in sanctions against the Town by the federal government. The $165,000 cost is a function of ADA regulations that require that - in cases where public buildings are being renovated and the cost of the renovation exceeds 25 percent of the value of the entire building - the entire building be brought into compliance. It is the Town's position that the Architect's design failed to incorporate ADA requirements. Consequently, the Town hopes to recoup a portion of this project's costs from the Architect.

ARTICLE 32 - School Modular Classrooms ($375,000): As student enrollment has increased, the Needham Public Schools have run short of space for classrooms. Because additions and renovations to elementary school buildings will not be completed in time to meet the programmatic and space needs of the school system, it is necessary to bid and install modular classrooms unless the School Department is able to identify other ways to address increases in enrollment. Funding is being requested now to insure that the modular classrooms are available for the 1997-98 school year.

ARTICLE 33 - Mitchell School ADA Compliance ($130,000): As is the case with the High School, the Town has entered into a compliance agreement with the U.S. Department of Education, Office for Civil Rights (OCR) to bring the Mitchell School into compliance with requirements of the Americans with Disabilities Act (ADA). A deadline for project completion of September, 1996 has been established by OCR. Despite the above, it is important to note that if the Newman debt exclusion is approved and the Newman School is made handicapped accessible, this project could be postponed until Mitchell is renovated at some future date.

ARTICLE 34 - Fire Command Vehicle ($33,000): The current Command vehicle is 3 years old. The Command vehicle is staffed by a Deputy Chief and responds to every call for emergency service. The Department's six year old Bronco, used by the fire prevention unit, will be traded in against the acquisition of a new Command vehicle, and the current unit will replace the Bronco.

ARTICLE 38 - Public Safety Dispatching Equipment ($180,000): With the pending implementation of Enhanced 911 (E-911) service in 1996, and the plan to consolidate police and fire dispatching functions in one location (the police department), the acquisition of a dispatching console to supplement the existing console is necessary. The additional console is needed for two reasons. First, requirements that a dispatcher stay with an E-911 call for its full duration will require a back up dispatcher at a separate console to field other incoming calls. Second, it has been the experience of other communities that E-911 results in an increase in the volume of total calls.

ARTICLE 40 - Municipal Building Repairs ($118,000): The Municipal Building Maintenance Board is a newly created Board to oversee maintenance of Town and school buildings and is recommending funding of this project. The funds are requested for asbestos removal and for exterior painting of the Town Hall, DPW Building, the Library, Pollard School and Emory Grover (the School Administration Building). The gross cost of this project is $145,000. There is an estimated $27,000 in unexpended capital funds that we propose be applied against the cost of this project yielding the net cost shown above of $118,000.

ARTICLE 41 - DPW Equipment Replacement ($345,000): This recommendation is to finance part of the on-going equipment replacement program in the DPW and includes 5 dump trucks, 3 pickup trucks, 1 leaf collector, and 1 tractor. It is proposed that this equipment be financed with general obligation debt. An additional $83,500 amount is recommended for replacement of water department vehicles (three heavy duty pick-up trucks) and is found under Capital Outlay in the Water Enterprise Fund Budget.

ARTICLE 42 - DPW Sidewalk Tractors ($60,000): The Town's sidewalk plowing equipment does not allow the DPW to meet either the School Department's or parents expectations in regards to clearing snow from the Town's 52 miles of designated school walking routes. The existing snow removal equipment is "hybrid" in that it serves as lawn cutting equipment and snow removal equipment. This request is to purchase a track-type sidewalk snow plow dedicated only for sidewalk snow removal. The DPW has requested two sidewalk tractors for FY97. Only one has been recommended for acquisition in FY97 due to fiscal constraints and to allow the evaluation of the tractors effectiveness before committing to a larger purchase.

ARTICLE 43 - Sidewalk Resurfacing ($25,000): As a result of level funding of street maintenance over the last few years, funds for sidewalk maintenance in the operating budget have been sharply reduced. In light of the recommendations of the School Safety Study Committee, $25,000 is requested for resurfacing and repair of certain existing sidewalks to insure the safety of children walking to school. These funds, in addition to the $25,000 authorized at last year's annual Town meeting, will finance a portion of the DPW's proposed $75,000 sidewalk schedule which includes Lindbergh Avenue, Manning Street, Maple Street and Warren Street.

ARTICLE 44 - Pollard School Grounds and Greene's Field ($87,000): FY97 will be year two of a five year plan to transfer maintenance of school athletic fields and playgrounds to the DPW Parks Division. Part of this plan was an agreement to make capital improvements to the fields prior to their transfer. In FY96, capital improvements were made to the Newman

School Grounds. Authorization of $87,000 for Pollard Middle School/Greens Field Grounds is needed to bring the fields up to acceptable standards prior to transferring their maintenance to the DPW.

ARTICLE 45 - Memorial Park Viewing Stands ($97,000): These portable athletic viewing stands are 40 years old. Due to their deteriorating condition, they were cited as a potential safety hazard in 1992 by a structural engineer engaged by the Town. It is only through ever increasing levels of annual maintenance that they have remained usable. Recently, the Town Building Inspector indicated that he may be forced to reduce seating capacity to 50 percent, or possibly order them closed completely. In addition to their threat to safety, their condition exposes the Town to potential financial loss if accidents occur as a result of the condition of the stands.

ARTICLE 55 - Parish Road Reconstruction ($402,000): A number of residential roads in Town that are not eligible for federal or state highway reconstruction funds are reaching an age where surface treatment is no longer cost effective, and is insufficient to maintain them in a safe condition. Poor drainage, broken and patched pavement and irregular surfaces make them a high priority for reconstruction. Parish Road is in need of complete rebuilding and is recommended for funding in FY97. Other roads not eligible for state or federal aid and identified as high priority for reconstruction include Bird Street; the Noanett Road, Hewett Circle and Amelia Road subdivision roads; the Elder, Lee and Gary subdivision roads; and, the Evelyn Road, Yale Road, Bower Street and Harvard Circle subdivision roads. These are recommended for funding in future years.

II: FY97 Recommended Projects - Funding from Bonding/Dedicated Revenue Sources

ARTICLE 46 - Water Meter Replacement - Phase I ($492,000): A sample testing of Town water meters shows they are under-recording by 31 percent. This translates into a shift onto some users of a disproportionate burden of system costs. These meters need to be replaced. The $492,000 recommended here is for Phase 1 of a three year program to replace all residential meters in Town. There are approximately 10,000 water meters in Town, of which 2,900 are recommended for replacement in FY97 because they are greater than 10 years old. Of the remaining meters, roughly 4,500 will be greater than 10 years old at the time of their proposed replacement (FY98/99). Though the remaining meters will not be 10 years old at their scheduled replacement date, they will need to be replaced to effect the proposed change to electronic meter reading. Electronic meter reading will result in a reduction of meter reading costs and a reduction in billing errors because manual data entry for billing purposes will be eliminated.

ARTICLE 47 - Water Supply Treatment Facility ($3,000,000): This recommendation is catalyzed by the requirements imposed on the Town by two separate agencies: the Massachusetts Department of Environmental Protection (DEP) and the Massachusetts Water Resources Authority (MWRA). (1) At present, the pH of water being pumped from Town wells is such that it potentially could result in the leaching of copper and lead from domestic water pipes into domestic water. The DEP is requiring that this problem be addressed through the construction of a corrosion control facility at an estimated cost of $750,000 to $1,000,000. (2) As part of the current negotiations with the MWRA to renew our 10 year agreement for the continuing purchase of their water, the MWRA is requiring the Town reduce its reliance on MWRA water if financially feasible. The only financially feasible method for the Town to reduce its reliance on MWRA water is to reactivate Well #3, a well that is not currently being used because of high levels of manganese in the water. An economic analysis of alternatives shows that the most cost effective solution to these problems is to build a facility that will address the manganese and corrosion control, thus allowing the Town to reduce the need to purchase increasingly expensive MWRA water.

ARTICLE 48 - Sewer System Rehabilitation/MWRA Loan Program ($553,300): This project is recommended to access an interest free loan being made available by the MWRA to reduce infiltration and inflow(I/I) into the Town's sewer system. Approximately 65 percent of the Town's annual MWRA assessment has been attributed to I/I. Specific work performed will be for Washington Avenue sewer system rehabilitation, and a sewer system evaluation survey of Oak Street and Marked Tree Road.

ARTICLE 49 - Sewer System Design ($50,000): A recent change in the MWRA sewer assessment methodology suggests that the Town should accelerate its infiltration and inflow (I/I) sewer rehabilitation projects in order to control its MWRA sewer assessment. Approximately 65 percent of the Town's annual MWRA assessment has been attributed to I/I. The $50,000 recommended here is for planning work (closed circuit television (CCTV) inspection) preliminary to design work for refurbishing existing pipe. It is anticipated that design work funded here will be focused on Marked Tree Road/Linden Street Area.

ARTICLE 50 - EPA Storm water Discharge Investigation ($100,000): Pursuant to the Federal Clean Water Act, the town is under administrative order from the U.S. Environmental Protection Agency (EPA) to commence a preliminary investigation into the source of non-stormwater pollution into the storm drains and tributaries of the Charles River. Failure to respond could result in fines being levied against the Town.

ARTICLE 51 - Transfer Trailer Replacement ($31,000): Transfer trailers which are used to haul solid waste from the Town's transfer station to Millbury are replaced every three to four years. This request is to replace a trailer that is 4 years old. The cost of the trailer will result in a $1.00 increase in landfill sticker fees. The gross cost of the trailer is $45,000. A balance of $14,000 of unexpended bond proceeds from a prior authorization is available to be applied against this cost yielding the net cost of $31,000 shown above.

ARTICLE 52 - DPW Material Screener ($128,000): A part of the Town's solid waste operation involves sifting composted material at the landfill to separate it into re-usable products (e.g., fill for Town highway reconstruction projects and compost for residential use). Currently, the Town rents a "material screener" at a cost of $14,300 per year to process the compost. Given the estimated cost and useful life (10 years) of a screener, it is recommended that the Town purchase rather than lease this equipment. In addition, it should be noted that with the closure of the landfill, the Town will no longer have a site to dispose of its own waste material generated primarily by the DPW (e.g., roadway excavation, pavements, street sweeping materials, etc.). The screener will assist in separating out usable products from this waste, precluding the need for the Town to have this material transferred off site.

III: FY97 Recommended Projects - Funding from Available Revenues and Reserves

ARTICLE 35 - Fire Alarm Cable Run ($25,000): This project is to replace current cable from the main Fire Station to Fire Station 2. The current cable is over 18 years old and no longer capable of handling regular and computer communications between the two stations.

ARTICLE 36 - Park and Recreation Playground Reconstruction ($20,000): This funding is recommended to continue to address replacement of Playground equipment identified by the Parks and Recreation Commission with previous assistance from the Buildings and Grounds Study Committee. $21,000 was appropriated for these purposes in FY96 including funds spent last summer to replace the boundary fencing at the Walker Gordon Field and DeFazio Park, and funds to be spent this Spring for the repair and repainting of the Cricket Building, and the replacement of the backstop at Walker Gordon. The $20,000 recommended here for FY97 will finance rehabilitation of the Cricket (softball), Riverside, Avery and Dwight fields.

ARTICLE 37 - Rosemary Pool Study ($25,000): Rosemary Pool was built with an assumed useful life of 10 years, but with regular ongoing maintenance, it is now in its 25th year of use. Given the pool's age and the role it plays in the Town's recreation program, it is important to get a definitive assessment of the life expectancy of the pool and its mechanical systems and the bathhouse. This study will be critical in planning for capital improvement and/or ultimate replacement of the facility.

ARTICLE 39- Stephen Palmer Senior Center Restrooms ($21,500): The restrooms at the Stephen Palmer Senior Center are not in compliance with Americans with Disabilities Act (ADA) requirements. The $40,000 cost of renovations is based on an architect's estimate. Council on Aging has earmarked EOEA grant funds to finance a portion of the total cost. Approval by EOEA on the proposed use of these funds is dependent upon town funding.

ARTICLE 53 - Landfill Engineering ($70,000): The Town has entered into a contract with Weston and Sampson Engineers, Inc. for landfill closure design and related services. The projected contract cost is $170,000. $100,000 has been made available to date, leaving a $70,000 shortfall to be financed with the funds requested here. It is anticipated that the source of the $70,000 will be the C & D Reserve Fund generated from fees paid for the tipping of commercial and demolition debris at the Landfill.

ARTICLE 54 - Parking Lot Improvements ($75,000): It is recommended that $75,000 be authorized to begin the first year of a three year, $180,000 program to renovate municipal parking lots (Chapel Street/Eaton Square and Chestnut Street/Lincoln Street lots). The lots are in significant disrepair and patchwork is no longer cost effective. The $75,000 recommended for FY97 is for work at the Chapel Street and Eaton Square lots. Of this amount, it is anticipated that $35,000 will be financed with proceeds from the Parking Meter Fund.

IV: Future Projects: Funding through Proposition 2 ½ Debt Exclusion

Newman School Renovation ($5,500,000): It is recommended that the final phases of the Newman renovation project be funded with a Proposition 2 1/2 debt exclusion. Fortunately the Town has decreasing total debt service for projects excluded from the limits of Proposition 2 1/2 including the High School and Pollard projects. In addition, $514,000 per year in State reimbursements for the High School project will be received until FY2004 and $508,000 will be received for the Pollard project until FY2005. The Town, therefore, could finance the Newman School project through a debt exclusion beginning in FY97 and have no significant increase in the total debt exclusion portion of the tax levy.

Landfill Closing ($5,700,000): As a result of Federal and State laws regarding unlined landfills, the Town will have to stop accepting waste at the Landfill on December 31, 1997. Since the Landfill will be closed at this future date, it is included in this Section for planning purposes only. Regardless of the Landfill closing date, closing costs could increase significantly if the Massachusetts Department of Environmental Protection (DEP) determines that the Landfill poses a threat to wetlands in the area. Funding a $5,700,000 Landfill closing through a Debt Exclusion to Proposition 2 1/2 will add approximately $60 to the average residential tax bill. As an alternative, funding could be within the tax levy if the Landfill sticker fee was increased by $75-90.

Section V: Deferred and Future Projects - Priority for Future Year Funding

The following projects are being deferred, but should be considered as priority projects in future years.

FY97 Deferred

DPW Building Improvements (1,500,000)
Mitchell School P.A. System (30,000)
School Buildings Feasibility Study (75,000)
Design Study: Town Hall (30,000)
Resurface Memorial Park Parking Lot (24,000)
DPW Equipment Replacement (672,742)
DPW Sidewalk Tractor (55,000)
Storm Drainage Improvements (30,000)
Access Road/Parking Lot - DeFazio Field (100,000)
DPW Water System Rehab. (500,000)
Fire: Jaws of Life (28,000)
Community Center Building Design Study (30,000)
Park and Rec. Playground Repairs ($14,000)

Subtotal: 3,088,742

The following projects have been proposed for future year funding. They are shown here for planning purposes only as the Board of Selectmen has made no recommendation for funding at this time.

FY98 Proposed

Eliot School Architectural / Renovations (450,000)
High School Parking Lot (180,000)
Municipal Parking Lot Improvements (75,000)
Police Radio Equipment (100,000)
DPW: School Sidewalk Reconstruction (25,000)
DPW: Kendrick Street Sewer Generator (60,000)
Traffic Signal Equipment Replacement (40,000)
Storm Drainage Master Plan (100,000)
DPW Equipment Replacement (471,502)
DPW Sidewalk Tractors (113,500)
DPW: GIS Computer System (102,500)
Storm Drainage Improvements (30,000)
Rosemary Pool Painting (15,000)
Bird Street Resurfacing (345,000)
Access Road/Parking Lot - DeFazio Field (175,000)
DPW Water System Rehab. (500,000)
Computer: Local Area Network (70,000)
Community Center Building Architectural Fees (270,000)
Broadmeadow School Parking Lot Improvements (310,000)

Subtotal 3,122,502

FY99 Proposed

Eliot School Architectural / Renovations (6,430,000)
High School Ventilators (145,000)
Phone System Replacement (100,000)
Municipal Parking Lot Improvements (30,000)
DPW: School Sidewalk Reconstruction (25,000)
Traffic Signal Equipment Replacement (40,000)
EPA Stormwater Discharge (unknown)
DPW Equipment Replacement (215,120)
DPW: GIS Computer System (105,500)
DPW: Vehicle/Equipment Wash (unknown)
Storm Drainage Improvements (30,000)
Rosemary Pool Painting (15,000)
Subdivision Resurfacing (250,000)
Fire: Replace Engine 6 (280,000)
Fire: Replace C-1 (25,000)
Renovation Hillside/Eliot Grounds (47,000)
DPW Water System Rehab. (500,000)
Community Center Building (4,700,000)

Subtotal: 12,937,620

FY2000 Proposed

Broadmeadow School Architect / Renovations (590,000)
DPW: School Sidewalk Reconstruction (25,000)
Traffic Signal Equipment Replacement (40,000)
DPW Equipment Replacement (152,617)
DPW: GIS Computer System (108,600)
Storm Drainage Improvements (30,000)
Subdivision Resurfacing (325,000)
Fire: Repaint Stations (25,000)
Fire: Replace Engine 5 (300,000)
Fire: Replace Rescue 2 (135,000)
Renovation Broadmeadow / High Rock Grounds (121,000)
DPW Water System Rehab. (500,000)
Fire: Replace C-2 (38,000)

Subtotal: 2,390,217

FY2001 Proposed

Broadmeadow School Architect / Renovations (8,800,000)
Renovations Mitchell/High School Grounds (90,000)
DPW: School Sidewalk Reconstruction (25,000)
Traffic Signal Equipment Replacement (40,000)
DPW: GIS Computer System (112,000)
DPW Equipment Replacement (489,258)
Storm Drainage Improvements (30,000)
DPW Water System Rehab. (500,000)
Replace C-5 (Alarm Vehicle) (70,000)

Subtotal: 10,156,258

VI: Requested Projects - No Recommendation for Funding

At this time there is not sufficient justification or available funding to recommend the following projects:

Sewer Construction by Petition ($2,250,000)

REPORT OF THE PLANNING BOARD

In accordance with Article 84 of the Annual Town Meeting of 1963, the Planning Board submits the following brief report regarding its zoning amendment articles in the 1996 Annual Town Meeting Warrant. This year there are five zoning articles submitted by the Planning Board and one zoning article submitted by Citizens' Petition. In accordance with its usual custom, the Board will also make a more complete report available to all Members who attend Town Meeting in May.

RE: Article 58: Amend Zoning By-Law - Definition of Setback

This article would amend the definition of the term "setback" so as to allow for the projection of eaves, cornices, friezes, architraves, pilasters and columns into the required setback area of a building located in the Business, Chestnut Street Business, Center Business, Avery Square Business, Neighborhood Business or Hillside Avenue Business districts.

Under the current Zoning By-Law, a number of these architectural features are being sacrificed. Existing buildings which are set exactly at the edge of the setback line are limited in the kind of renovations that can be achieved. While the property owner may wish to enhance the appearance of a blank, flat wall with pilasters or a cornice, such features would extend into the setback area and would, under the current definition of setback, not be allowed. With new buildings, property owners are often reluctant to reduce the dimensions of a proposed building simply to accommodate more decorative features. The revised definition would allow for creativity in design by encouraging the placement of architectural elements which enhance the attractiveness of a building's facade.

RE: Article 59: Amend Zoning By-Law - Conditions for Approval of a Special Permit

This article would expand the conditions and limitations that a Special Permit Granting Authority (SPGA) may impose upon an application for a Special Permit. Under the terms of the amendment, provision for a greater number of parking spaces or loading bays than otherwise required by the By-Law may be mandated where the SPGA determines that the proposed use generates parking demand in excess of that required by the By-Law. Estimates of excess parking demand are to be based on the ITE Parking Generation Manual, 2nd Edition, or an alternative technical source determined by the SPGA to be equally or more applicable.

RE: Article 60: Amend Zoning By-Law - Off -Street Parking Requirements

This article designates the ITE Parking Generation Manual, 2nd Edition, or an alternative technical source determined by the Planning Board to be equally or more applicable, as the technical source to be utilized by the Board in making recommendations relative to off-street parking requirements.

Re: Article 61: Amend Zoning By-Law - Schedule of Use Regulations Relative to Office Use in the Center Business District

This article restricts office use by a professional (e.g., physician or attorney) to the second floor in the Center Business District. The proposed amendment would assist in maintaining the continuity of ground floor retail use so important to the vitality of Needham Center. While the majority of Needham Center buildings currently include ground floor retail use, the market for new non-retail space suggests that the potential exists for expanded office use on the ground floor.

Re: Article 62: Amend Zoning By-Law - Schedule of Use Regulations Relative to Medical Clinic Use in the Center Business District

This article would restrict medical clinic use in the Center Business to the second floor. As is the case in the immediately preceding article, this amendment would assist in maintaining the continuity of ground floor retail use so important to the vitality of Needham Center.

Re: Article 63: Amend Zoning By-Law - Section 4.1: Dimensional Regulations (Height/Setback Limitation Exception)

This article is proposed by private petition of Jay S. Tracy, Jr., et al to amend the Height and Setback Limitation Exception so as to allow utility poles to be erected by or for any municipal or appointed or elected board or commission on public property for recreational purpose. Said poles are to be limited to a maximum height of eighty (80) feet and are to have a maximum front, rear or side setback limit of five (5) feet. The Board will present its recommendations on this article at the Annual Town Meeting.

REPORT OF THE PUBLIC WORKS DEPARTMENT

The Operating Budget of the Public Works Department proposed for Fiscal Year 1997 is 3.86 million dollars with 2.13 million earmarked for salaries, 1.25 million for Purchase of Service, and 0.33 million for expenses. As in prior years, a considerable amount of money found in the Public Works Budget is actually expended for the benefit of other Town agencies. In an effort to assist Town Meeting Members to understand this budget, the following information is provided. Of the $285,387 requested for the Engineering Division, $79,114 is for service to the Assessor's Department, the Planning Board, and for other Town agencies. Of the $642,620 requested in the Park Division, $217,066 is to service the needs of the Park and Recreation Commission, $10,548 for the Conservation Commission at Ridge Hill, $71,368 for Memorial Park and $27,864 for School Grounds Maintenance.

The Public Works Budget contains the same basic services from year to year, the cost of which generally follows the rate of inflation. The budget is, however, being presented without the Water Division and the Sewer Division enterprise related elements. These are being presented as separate and independent Enterprise Fund budgets. It is also being presented for the first time without the DPW Building and Ridge Hill Building elements. These are incorporated into the Municipal Building Maintenance Board budget.

The solid waste costs, a significant part of the DPW budget, are primarily tax supported, and the operating increases must be absorbed by the Public Works Budget. A significant effort has been made to control the spiraling waste disposal costs by expanding the Town's participation in recycling to reduce the waste stream that ultimately is shipped to Wheelabrator in Millbury, Massachusetts. The passage of the Mandatory Recycling Article at the 1990 Town Meeting was the first step in making those non-recycling residents aware of the magnitude of the solid waste problem. Since that mandate, which addressed mainly papers and glass, the composting of leaves and yardwaste, tin cans, aluminum, milk cartons, juice boxes, plastic, magazines, telephone books, corrugated cardboard, metal, tires and appliances has been added and the result has been a significant increase in the recycling volume. To further enhance and increase participation, the Board of Selectmen have signed a long-term contract to deliver recyclables to the PRINS, Inc. processing facility in Charlestown, Mass. Nearly 2,900 tons of recyclables and over 3,500 tons of yard waste was processed during FY 1995.

The Disposal Sticker Program through which users pay a portion of the $1,500,000 solid waste budget, was implemented on December 1, 1991. Revenues totaling more than $268,699 were collected in Fiscal Year 1995 through the issuance of 12,544 stickers.

Following a lengthy investigation and numerous public meetings, the Board of Selectmen elected to remain a "drop-off" method community for the collection and disposal of solid waste rather than convert to the route collection method. This was supported by the Special Town Meeting in November 1995 which appropriated for significant improvements at the RTS. This work will get underway this spring and continue through the end of 1997.

The Board of Selectmen has also finalized and signed an Administrative Consent Order with the DEP for the closure of the sanitary landfill. The landfill will cease accepting waste December 31, 1997 and begin capping immediately after. The projected cost for this work is still 6.0 million dollars. To help offset this cost and to assist in meeting critical closure grades and elevations, the Board of Selectmen has authorized the disposal of construction and demolition (C&D) waste at the landfill. During the first 9 months of this operation, this program generated nearly $620,000.

Following is an explanation of Public Works Articles as they appear in the Warrant for this Town Meeting:

RE: Article: 15 STREET ACCEPTANCE - NON-BETTERMENT

The street listed in the Article was constructed under the Subdivision Control Law and has been approved for acceptance by the Planning Board and the Public Works Department. A public hearing will have been held by the Selectmen prior to the Annual Town Meeting.

RE: Article: 27 CONTINUE REVOLVING FUND - YARD WASTE PROCESSING

Through the efforts of the Highway Division Superintendent, the DPW was granted a $180,000. wood waste grinding machine by the DEP. This machine, based in Needham, services Needham and several other communities. It is operated via

sub-contract by a private vendor. This reduces the cost of processing wood and certain yard wastes to only operations, expense and maintenance costs versus a contract service cost. The fund serves as the operating fund to conduct this work in Needham and throughout the various communities. The communities pay into the fund proportionally to the work accomplished.

RE: Article: 29 AUTHORIZATION TO EXPEND STATE FUNDS FOR WAYS

State Law requires an affirmative vote on this Article to ensure the receipt of funds from the Commonwealth. The Article merely authorizes the Board of Selectmen to contract with the State for maintenance projects on eligible Town roads. Funds borrowed by the Town and reimbursed by the State will be dedicated to preparing engineering designs for the reconstruction, the reconstruction itself and the resurfacing of existing pavements on Public Ways, or to address traffic improvements.

RE: Article: 41 DPW EQUIPMENT REPLACEMENT

This is the third year that the DPW Equipment Replacement program has been isolated from the DPW Operating Budget. The FY 1997 replacement list would have required $1,101,442. The request has been reduced to $428,500, $345,000 in this Capital Article and $83,500 in the Water Enterprise Fund budget. This equipment includes the replacement of five one ton dump trucks, two utility trucks, four pick-up trucks, one sidewalk tractor and one leaf collector. It should be noted that several pieces of equipment have been deferred which include three full size dump trucks, two material spreader dump trucks, one catch basin cleaner dump truck, one solid waste container roll-off truck, one utility truck, one street sweeper and one turfcat mower.

RE: Article: 42 DPW SIDEWALK TRACTOR

The experience of three of the past four heavy snowfall years has served to demonstrate the inadequacy of the sidewalk plowing equipment. A total of 52 miles of the Town's nearly 160 miles of sidewalk have been designated as school walking routes. The DPW is required to have these designated sidewalks passable, along with the roadways, following every significant snowfall. The equipment utilized in years past were track-mounted "Bombadier" type tractors, however, their use was restricted to only the winter activities. During the early 1980's these pieces of equipment were replaced on schedule by wheel-mounted multi-purpose tractors. These tractors were used year round utilizing various attachments such as mowers and sweepers. In addition to this, the number of pieces of equipment was reduced from 5 active units and 1 spare unit to 4 active units and no spare units. The number of routes were reduced from 5 to 4, increasing the workload on each route by an average of 25 percent. Between the years of 1979 and 1992, snowfall averaged 29.51 inches per year with 10 of the 14 years below the annual 50 inches snowfall average. This proved to be an insufficient test of these wheel-mounted equipment. The combination of the larger routes and significantly greater snowfall produced less than desirable results far below the expectations of residents, the School Department students.

This has led the DPW to recommend a different approach. The DPW is ultimately requesting 4 additional pieces of track-mounted equipment to supplement the existing 4 pieces of wheel-mounted equipment and 2 additional snow blower attachments for the wheel-mounted units. This equipment will work in tandem with the track-mounted units breaking through the routes and the wheel-mounted units with the blower attachments will follow along which will leave the sidewalks passable.

RE: Article: 43 SCHOOL SIDEWALK RECONSTRUCTION

As a result of the level funding of street maintenance functions during the last several years, sidewalks have received less attention in the hierarchy of street maintenance. The decision to reduce funding for bus transportation has required that more school-age children walk longer distances to school. This has placed greater emphasis on the condition of sidewalks along designated walking routes. In anticipation of recommendations from the School Safety Advisory Committee, the DPW proposes to address the repair and repaving of the sidewalks along specific walking routes. The work proposed in this request is strictly for existing sidewalks. The DPW has reduced its request for FY 1996 and will seek the balance during FY 1997.

RE: Article: 44 POLLARD GROUNDS / GREENE'S FIELD GROUNDS RECONSTRUCTION

The Building and Grounds Committee, established by the 1991 Annual Town Meeting have offered a proposal for dealing with the school grounds. This proposal involves addressing the deficiencies at the various sites over a period of five years. The variety of work includes the restoration of certain field areas to full reconstruction of specific athletic playing fields. It also includes drainage or irrigation required, as well as the repair and/or replacement of fences, backstops and benches. Certain locations also involve the restoration of tennis courts. The specific work at the Pollard School includes the renovation of one 60' 90' diamond, two tennis courts and assuming several acres of lawn and field. Drainage and irrigation will be installed as required on the fields. A one ton dump truck will also be purchased to assist in the field maintenance. At Greene's Field, only minor field repairs are expected along with the lawn and field routine maintenance.

RE: Article: 45 MEMORIAL PARK VIEWING STANDS

These bleachers are extremely old and are nearly beyond the point of effective annual repair. Structural engineers' reports for several years have recommended their replacement. The Building Department may soon require that their use be restricted or taken out of service completely.

RE: Article: 46 WATER METER REPLACEMENT - PHASE I

A significant number of the nearly 10,500 water meters in Town are beyond the recommended replacement age. Tests on these meters indicate that they are significantly under registering. This is what likely accounts for the high percentage of "unaccounted for" water volume reported to the DEP annually. The replacement program is proposed in three phases. Phase I will replace the 2900 oldest meters. The remaining 7500 will be replaced in years 2 and 3. The meters will be replaced with newer automatic reading style devices allowing for quicker, more efficient and effective meter reading.

RE: Article: 47 WATER SUPPLY TREATMENT PLANT

A combination of factors over the past few years has led the DPW to begin planning for a new treatment facility. The two major factors involve mandates by the State and Federal agencies responsible for enforcing the Federal Safe Drinking Water Act (SDWA) and the Town's requirements in its MWRA Water Supply Agreement to fully develop local water supply sources. The DPW is currently in violation of the SDWA's Lead and Copper Rule which requires that the corrosivity of Needham's water be controlled to reduce its impact on household plumbing. The MWRA Water Supply Agreement requires the DPW to reactivate Well No. 3 (Station 5) which was taken out of service in the early 1980's because of the levels of manganese. Engineering studies have recommended that both of these issues are most effectively addressed through the construction of a new treatment plant.

RE: Article: 48 SEWER SYSTEM REHABILITATION THROUGH MWRA LOAN PROGRAM

The MWRA has extended its initial loan program into a second phase. The MWRA program provides funding assistance in the form of a 25% grant/75% loan at zero interest. The DPW has been allotted $553,300 for use under this second phase. This results in a $138,325 grant and a $414,975 zero interest loan. This appropriation will be applied to previously identified locations, additional work in the Washington Avenue area or in the next location which is the Oak Street/Marked Tree Road/High Rock Street area.

RE: Article: 49 SEWER SYSTEM REHABILITATION DESIGN

In order to keep the I/I Removal Program moving forward, a limited amount of funding is being requested in order to undertake final design of recommended improvements.

RE: Article: 50 EPA STORMWATER DISCHARGE INVESTIGATION

In January 1995 the DPW received an order from the EPA to undertake an "outfall" investigation of all locations found to be discharging to the Charles River during dry periods. Working with the CRWA, all locations were inventoried and cataloged with dry weather flow and were sampled and tested for sewage type pollutants. Between 8-10 locations were identified. Subsequently the EPA has ordered the DPW to further investigate these known polluting discharges and proceed to discontinue whatever is found to be causing the pollution. The $100,000 will be used to hire an engineering consultant to

do a detailed investigation beyond what the DPW and the CRWA are capable of undertaking. The balance of the appropriation beyond the detailed investigation will be applied to any removal recommendations. Funding requirements beyond this appropriation may be required in the future to complete the project.

RE: Article: 51 TRANSFER TRAILER REPLACEMENT

This is routine replacement of the trailers used to haul Needham's solid waste to the waste-to-energy facility in Millbury. Because of the nature of the wear and tear on these trailers, they are replaced on a four year cycle. The current trailer will be retained and used in the less impacting recycling program and ultimately rotated out of service or traded in on another unit scheduled for replacement.

RE: Article: 52 MATERIAL SCREENER

The DPW currently annually rents, as needed, this material screener to perform final screening of the compost produced for reuse in the yard waste program at the RTS. The increased demand for this screened material by residents and for use on DPW Highway projects has made the purchase of this equipment more economical. If purchased, a portion of the DPW Operating Budget can be reduced.

RE: Article: 53 LANDFILL ENGINEERING

The specific and detailed requirements for the closure of the landfill incorporated in the DEP Administrative Consent Order will put the cost for engineering services beyond current funding availability. The major components of request will be to complete the Comprehensive Site Assessment (CSA), the Corrective Action Alternative Analysis (CAAA) if necessary, and the closure design itself.

RE: Article: 54 MUNICIPAL PARKING LOT IMPROVEMENTS

The condition of the municipal parking lots, including Chapel Street, Eaton Square, Chestnut Street, Lincoln Street and Dedham Avenue, are as bad if not worse than many of the major roadways in Town. Typical work required includes pavement rehabilitation, curbing replacement and/or restoration, improved signs and limited beautification if funding allows.

RE: Article: 55 PARISH ROAD RECONSTRUCTION

Many of the local roads which do not qualify for the use of State Aid (Chapter 90) or Federal funding have reached the stage where reconstruction is required. These now include typical residential streets in neighborhoods and subdivisions. The DPW has initiated a Capital Improvement Program whereby funds will be requested on an annual basis in which to address the reconstruction of these streets. This program will be similar to the sewer system and water system rehabilitation program which has been in place for several years. Parish Road has been selected as the first location primarily due to its condition and the level of traffic using this road.

RE: Article: 65 WATER EMERGENCIES/WATER USE RESTRICTIONS

One shortcoming in the Needham Water Regulations identified by the MWRA during the recent re-negotiation for the Water Supply Agreement was Needham's inability to initiate and furthermore enforce a water use restriction (water ban) if necessary. If the MWRA is required to establish restrictions they will also limit the purchase of water by Needham. This could require the Town follow suit and limit its water use as well if not required by its own supply limits.

GENERAL GOVERNMENT SALARY AND STAFFING SCHEDULE

Of Funded Full-Time Equivalent Positions

(Excludes Summer/Seasonal Positions)

GENERAL GOVERNMENT

TITLE	GRADE	FUNDED FY94	FUNDED FY 95	FUNDED FY 96	CURRENT SALARY RANGE
Assessors					
Administrative Assessor	M-2	1.00	1.00	1.00	$45,376 - $54,153
Asst. Administrative Assessor	T-14	1.00	1.00	1.00	$30,528 - $40,513
Administrative Coordinator	T-10	1.00	1.00	1.00	$23,562 - $31,091
Department Specialist	T-9	1.00	1.00	1.00	$21,902 - $28,892
Department Assistant 3	T-8	1.00	1.00	1.00	$20,245 - $26,690
Department Assistant 2	T-7	1.00	1.00	1.00	$18,832 - $24,817
Subtotal:		6.00	6.00	6.00	
Board of Health					
Director	M-2	0.80	0.80	0.80	$45,376 - $54,153
Sanitarian	T-15	1.00	1.00	1.00	$32,976 - $43,759
Nutritionist	T-14	0.67	0.75	0.75	$30,528 - $40,513
Public Health Nurse	T-15	1.25	1.25	1.25	$32,976 - $43,759
Administrative Assistant	T-9	1.00	1.00	1.00	$21,902 - $28,892
Subtotal:		4.72	4.80	4.80	
Selectmen					
Town Administrator	NA	1.00	1.00	1.00	$79,560
Sr. Administrative Coordinator	S-11	1.00	1.00	1.00	$24,758 - $32,680
Department Assistant 1	T-6	1.13	1.13	1.13	$17,789 - $23,430
Department Assistant 3	T-8	0.40	0.40	0.34	$20,245 - $26,690
Subtotal:		3.53	3.53	3.47	
Building					
Inspector of Buildings	M-2	1.00	1.00	1.00	$45,376 - $54,153
Plumbing & Gas Inspector	S-14	0.53	0.53	0.53	$30,528 - $40,513
Wiring Inspector	S-14	0.53	0.53	0.53	$30,528 - $40,513
Local Building Inspec	S-14	0.00	0.50	1.00	$30,528 - $40,513
Administrative Assistant	T-9	1.00	1.00	1.00	$21,902 - $28,892
Department Assistant 2	T-7	1.00	1.00	1.00	$18,832 - $24,817
Code Enforcement Officer	Sch C	0.25	0.25	0.00	$14.32/hour
Subtotal:		4.31	4.81	5.06	

GENERAL GOVERNMENT, Continued

TITLE	GRADE	FUNDED FY94	FUNDED FY95	FUNDED FY96	CURRENT SALARY RANGE
Council on Aging					
Executive Director	M-1	1.00	1.00	1.00	$39,592 - $47,250
Associate Director	T-13	1.00	1.00	1.00	$28,266 - $37,509
Outreach Worker	T-12	0.92	1.00	1.00	$26,185 - $34,747
Assistant	Sch C	1.15	1.28	1.28	$10.03/hour
Program Coordinator	Sch C	0.19	0.26	0.19	$12.91/hour
Asst. Program Coordinator	Sch C	0.00	0.00	0.07	$11.33/hour
Recording Secretary	Sch C	0.00	0.04	0.04	$12.44/hour
Subtotal:		4.26	4.58	4.58	
Municipal Building Maintenance Board					
Senior Building Custodian	T-10	2.23	2.22	2.22	$23,562 - $31,091
Building Custodian	T-7	1.00	1.00	1.00	$18,832 - $24,817
Jr. Building Custodian	T-5	1.75	1.73	1.73	$16,804 - $22,128
Working Foreman	W-8	1.00	1.00	1.00	$13.57 - $15.74/hour
Subtotal:		5.98	5.95	5.95	
Park & Recreation					
Director	M-2	1.00	1.00	1.00	$45,376 - $54,153
Assistant Director	T-13	1.00	1.00	1.00	$28,266 - $37,509
Administrative Assistant	T-9	1.00	1.00	1.00	$21,902 - $28,892
Department Assistant 2	T-7	0.53	0.53	0.53	$18,832 - $24,817
Subtotal:		3.53	3.53	3.53	
Personnel					
Director	M-2	1.00	1.00	1.00	$45,376 - $54,153
Administrative Assistant	S-9	1.00	1.00	1.00	$21,902 - $28,892
Department Specialist	S-9	1.00	1.00	1.00	$21,902 - $28,892
Subtotal:		3.00	3.00	3.00	
Planning					
Director	M-2	1.00	1.00	1.00	$45,376 - $54,153
Administrative Assistant	T-9	1.00	1.00	1.00	$21,902 - $28,892
Subtotal:		2.00	2.00	2.00	
Town Clerk					
Town Clerk	Elected	1.00	1.00	1.00	$53,055
Assistant Town Clerk	T-10	1.00	1.00	1.00	$23,562 - $31,091
Department Assistant 2	T-7	2.00	2.00	2.00	$18,832 - $24,817
Department Assistant 1	S-6	0.24	0.24	0.24	$17,789 - $23,430
Subtotal:		4.24	4.24	4.24	
Veterans Services					
Director	M-1	0.53	0.53	0.53	$39,592 - $47,250
Department Assistant 3	T-8	0.53	0.53	0.53	$20,245 - $26,690
Subtotal:		1.06	1.06	1.06	

GENERAL GOVERNMENT, Continued

TITLE	GRADE	FUNDED FY94	FUNDED FY95	FUNDED FY96	CURRENT SALARY RANGE
Youth Commission					
Director	M-1	1.00	1.00	1.00	$39,592 - $47,250
Youth Services Counselor	T-12	1.00	1.00	1.00	$26,185 - $34,747
Caseworker`	T-13	0.61	0.61	0.61	$28,266 - $37,509
Department Assistant 3	T-8	0.00	0.40	0.40	$20,245 - $26,690
Subtotal:		2.61	3.01	3.01	
Accounting					
Town Comptroller	M-2	1.00	1.00	1.00	$45,376 - $54,153
Administrative Specialist	T-10	1.00	1.00	1.00	$23,562 - $31,091
Department Specialist	T-9	1.00	1.00	1.00	$21,902 - $28,892
Department Assistant 3	T-8	0.80	0.80	0.71	$20,245 - $26,690
Subtotal		3.80	3.80	3.71	
Retirement					
Administrative Specialist	T-10	1 .00	1.00	1.00	$23,562 - $31,091
Department Assistant 2	T- 7	0.53	0.53	0.53	$18,832 - $24,817
Subtotal:		1.53	1.53	1.53	
Finance					
Director	M-4	0.00	0.00	1.00	$57,578 - $68,717
Subtotal:		0.00	0.00	1.00	
Data Processing					
Director	M-3	1.00	1.00	1.00	$50,320 - $60,055
Senior Systems Analyst	T-16	1.00	1.00	1.00	$35,606 - $47,249
Systems Analyst	T-13	1.00	1.00	1.00	$28,266 - $37,509
Programmer/Computer Operator	T-11	1.00	1.00	1.00	$24,758 - $32,680
Computer Operator	T-10	1.00	1.00	1.00	$23,562 - $31,091
Control Clerk	T-9	1.00	1.00	1.00	$21,902 - $28,892
Subtotal:		6.00	6.00	6.00	
Treasurer					
Treasurer/Collector	M-2	1.00	1.00	1.00	$45,376 - $54,153
Administrative Coordinator	T-10	1.00	1.00	1.00	$23,562 - $31,091
Department Specialist	T-9	1.00	1.00	1.00	$21,902 - $28,892
Department Assistant 3	T-8	1.30	1.30	1.30	$20,245 - $26,690
Department Assistant 2	T-7	1.00	1.00	1.00	$18,832 - $24,817
Department Assistant 1	T-6	0.47	0.47	0.47	$17,789 - $23,430
Subtotal:		5.77	5.77	5.77	

GENERAL GOVERNMENT, Continued

TITLE	GRADE	FUNDED FY94	FUNDED FY95	FUNDED FY96	CURRENT SALARY RANGE
Library					
Director	M-2	1.00	1.00	1.00	$45,376 - $54,153
Assistant Director	S-15	1.00	1.00	1.00	$32,976 - $43,759
Reference Supervisor	S-14	1.00	1.00	1.00	$30,528 - $40,513
Childrens Librarian	S-13	1.00	1.00	1.00	$28,266 - $37,509
Cataloger	S-13	1.00	1.00	1.00	$28,266 - $37,509
Reference Librarian	S-12	1.00	1.00	1.00	$26,185 - $34,747
Circulation Supervisor	S-10	1.00	1.00	1.00	$23,562 - $31,091
Assistant Children's Librarian	S-9	1.00	1.00	1.00	$21,902 - $28,892
Assistant Cataloger	S-9	1.00	1.00	1.00	$21,902 - $28,892
Department Assistant 3	T-8	1.00	1.00	1.00	$20,245 - $26,690
Library Assistant 2	S-7	2.00	2.00	2.00	$18,832 - $24,817
Reference Librarian P/T	Sch C	1.20	1.37	1.37	$13.03/hour
Library Assistant 2 P/T	Sch C	4.33	4.22	4.22	$ 9.37/hour
Page	Sch C	2.50	2.61	2.61	$5.42 - $5.75/hour
Subtotal:		20.03	20.20	20.20	
GENERAL GOVERNMENT TOTAL:		**82.37**	**83.81**	**84.91**	
Other					
Animal Inspector	Sch C	n/a			$3,525.64/year
Building Inspector Substitute	Sch C	n/a			$14.32/hour
Conservation Officer	Sch C	n/a			$14.32/hour
Finance Comm. Exec. Secretary	Sch C	n/a			$13,282.62/year
Parking Clerk	Sch C	n/a			$4,000.00/year
Plumbing & Gas Inspector Sub.	Sch C	n/a			$41.00/diem or $12.00/per inspection
Town Counsel	Sch C	n/a			$48,175.18/year
Comm. Sec. Board of Appeals	Sch C	n/a			$12.44/hour
Recording Secretary P/T	Sch C	n/a			$12.44/hour
Wire Inspector Substitute	Sch C	n/a			$41.00/diem or $12.00/per inspection
Police Department					
Chief	M-5	1.00	1.00	1.00	$65,330 - $77,968
Lieutenant	P-3	3.00	3.00	3.00	$43,710 - $55,506
Sergeant	P-2	8.00	8.00	8.00	$36,308 - $42,190
Police Officer	P-1	38.00	36.00	36.00	$29,164 - $35,160
Animal Control Officer	PB-1	1.00	1.00	1.00	$26,307 - $34,909
Administrative Specialist	T-10	1.00	1.00	1.00	$23,562 - $31,091
Maintenance Worker/Custodian	S-10	1.00	1.00	1.00	$23,562 - $31,091
Department Assistant 2	T-7	1.00	1.00	2.00	$18,832 - $24,817
Traffic Supervisor	Sch C	2.59	2.59	2.59	$13.25/hour
Public Safety Dispatcher	S-10	0.00	2.00	0.00	$23,562 - $31,091
Parking Enforcement Attendant	S-6	0.93	0.93	0.93	$17,789 - $23,430
Subtotal		57.52	57.52	56.52	

GENERAL GOVERNMENT, Continued

TITLE	GRADE	FUNDED FY94	FUNDED FY95	FUNDED FY 96	CURRENT SALARY RANGE
Fire Department					
Fire Chief	M-5	1.00	1.00	1.00	$65,330 - $77,968
Deputy Fire Chief, Operations	F-4	1.00	1.00	1.00	$42,267 - $50,278
Deputy Fire Chief	F-4	4.00	4.00	4.00	$42,267 - $50,278
Fire Captain	F-3	2.00	2.00	2.00	$39,402 - $43,949
Fire Lieutenant	F-2	6.00	6.00	6.00	$33,991 - $40,434
Firefighter	F-1	54.00	54.00	54.00	$29,556 - $35,160
Asst., Super., Fire Alarm	FA-2	1.00	1.00	1.00	$34,650 - $41,679
Lineman	FA-1	0.00	0.00	0.00	$30,049 - $36,036
Management Analyst	T-15	1.00	1.00	1.00	$32,976 - $43,759
Department Assistant 3	T-8	1.00	1.00	1.00	$20,245 - $26,690
Subtotal:		71.00	71.00	71.00	
Department of Public Works					
Director	M-5	1.00	1.00	1.00	$65,330 - $77,968
Town Engineer	M-3	1.00	1.00	1.00	$50,320 - $60,055
Division Super. Highway	M-2	1.00	1.00	1.00	$45,376 - $54,153
Division Super. Parks	M-2	1.00	1.00	1.00	$45,376 - $54,153
Division Super. Water & Sewer	M-2	1.00	1.00	1.00	$45,376 - $54,153
Garage & Equipment Supervisor	M-1	1.00	1.00	1.00	$39,592 - $47,250
Senior Engineer	S-15	1.00	1.00	1.00	$32,976 - $43,759
Assistant Superintendent	S-14	2.00	4.00	4.00	$30,528 - $40,513
Senior Draftsman	S-12	2.00	2.00	2.00	$26,185 - $34,747
Survey Party Chief	S-13	2.00	2.00	2.00	$28,266 - $37,509
Senior Administrative Coordinator	T-11	1.00	1.00	1.00	$24,758 - $32,680
Department Assistant 2	T-7	3.00	3.00	3.00	$18,832 - $24,817
Master Mechanic	W-9	1.00	1.00	1.00	$13.98 - $16.21/hour
Working Foreman	W-8	8.00	8.00	9.00	$13.57 - $15.74/hour
Equipment Mechanic 1	W-6	1.00	1.00	1.00	$12.63 - $14.60/hour
Equipment Mechanic 2	W-7	2.00	2.00	2.00	$13.16 - $15.16/hour
Public Works Inspector	W-7	2.00	2.00	2.00	$13.16 - $15.16/hour
HMEO 1	W-5	11.00	11.00	10.00	$12.15 - $14.10/hour
HMEO 2	W-6	1.00	1.00	1.00	$12.63 - $14.60/hour
Craftsworker 1	W-5	10.00	10.00	11.00	$12.15 - $14.10/hour
Craftsworker 2	W-6	5.00	5.00	5.00	$12.63 - $14.60/hour
Tree Climber	W-6	2.00	2.00	2.00	$12.63 - $14.60/hour
Chief Pumping Station Operator	W-7	3.00	3.00	3.00	$13.16 - $15.16/hour
Pumping Station Operator	W-6	1.00	1.00	1.00	$12.63 - $14.60/hour
Public Works Specialist	W-6	1.00	1.00	1.00	$12.63 - $14.60/hour
Laborer 1	W-1	5.00	5.00	5.00	$10.55 - $12.15/hour
Laborer 2	W-3	4.00	4.00	4.00	$11.28 - $13.16/hour
Laborer 3	W-4	2.00	2.00	2.00	$11.70 - $13.57/hour
Subtotal:		76.00	78.00	79.00	
GRAND TOTAL:		**286.89**	**290.33**	**291.43**	

NEEDHAM PUBLIC SCHOOLS SALARY AND STAFFING SCHEDULE

CLASSIFICATION	NUMBER OF EMPLOYEES	FULL TIME EQUIVALENCY	MINIMUM	MAXIMUM
Superintendent	1	1		$92,000 yr.
Asst. Superintendent	1	1		$79,540 yr.
Adm. of Business Services	1	1		$73,558 yr.
Dir. Pupil Personnel	1	1		$70,000 yr.
Academic Advisors	44	2.8	$ 772.00 yr	$ 3,319 yr
Coaches/Asst. Coaches	62		$ 1,147.00 yr	$ 5,922 yr
Nurse	7	5.1	$24,823.00 yr	$32,941 yr
Transportation Coordinator	1	1	$16.61	$ 20.40
Media Technician/Aide	3	3	$17.10	$ 21.00
Teacher	295	277.5	$27,178.00	$55,275
Elementary Assist. Principal	1	1	$48,851.00	$59,336
M.S. House Administrator	2	2	$50,861.00	$65,383
Dir. Buildings & Grounds	1	1	$53,690.00	$58,852
Director	3	2.8	$44,495.00	$61,319
Dir. of Special Education	1	1	$47,480.00	$63,642
Elementary Principal	5	5	$66,518.00	$71,078
H.S. Asst. Principal	1	1	$48,851.00	$65,165
Middle School Principal	1	1		$73,712
High School Principal	1	1		$78,407
Department Chairs	5	3.0	$46,405.00	$58,231
School Aide	13	7.5	$6.88	$8.88
Mail Carrier	1	.5		$8.95
Secretary	38	36	$7.89	$17.21
Note taker (School Committee)	10 hrs/ mo			$15.48
Custodian	34	34	$11.01	$13.85
Teacher Aide	2	2	$11.04	$12.14
Maintenance	4	4	$11.81	$15.54
Accounting Clerk/Superviser	2	2	$12.19	$16.88
Payroll Clerk/Supervisor	2	2	$12.19	$16.88
Warehouse person	1	1	$14.34	$17.65
Craftsman	2	2	$14.34	$17.65
Special Ed. Aides	69	64	$11.04	$17.60
Administrative Assistant	2	2	$16.61	$23.66
Electrician	1	1	$15.99	$20.56
Bus Driver	1	1		$11.75
Long Term Substitute	3	3		$68.98

Needham Board of Selectmen
1471 Highland Avenue
Needham, MA 02192

BULK RATE
US Postal Permit
Boston, MA
Permit No. 58224

NEEDHAM RESIDENT

SPECIAL TOWN MEETING

WARRANT

TOWN OF NEEDHAM

WEDNESDAY, MAY 15, 1996

8:00 P. M.

NEWMAN SCHOOL

CENTRAL AVENUE **NEEDHAM**

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Newman Elementary School in said Town on

WEDNESDAY, THE FIFTEENTH OF MAY 1996

at eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: AMEND THE FISCAL YEAR 1996 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1996 Operating Budget adopted under Article 16 of the 1995 Annual Town Meeting and amended at the November 1995 Special Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items;

Line Item	Appropriation	Changing From	Changing To
102	Selectmen, Purchase of Service	$ 123,408	$120,408
206	Finance, Purchase of Service	$ 319,030	312,030
208	Finance, Capital Outlay	40,650	47,650
402	Police, Purchase of Service	46,221	56,221
403	Police, Expenses	99,667	89,667
406	Fire, Purchase of Service	45,213	50,213
407	Fire, Expense	155,570	150,570
410	Civil Defense, Purchase of Service	11,925	13,125
411	Civil Defense, Expense	3,075	1,875
507	Building Maint., Salaries	166,815	171,315
508	Building Maint., Purchase of Service	200,227	202,227
509	Building Maint., Expenses	50,970	51,470
603	Health, Expenses	7,550	6,950
604	Health, Capital Outlay	0	600
609	Youth Comm., Purchase of Service	2,140	2,890
610	Youth Comm., Expenses	2,650	1,900
801	Library, Salaries	536,573	527,073

802	Library, Purchase of Service	31,500	32,000
803	Library, Book & Periodicals	88,000	93,000

or take any other action relative thereto.

INSERTED BY Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 2: AMEND THE FISCAL YEAR 1996 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1996 Water Enterprise Fund Budget adopted under Article 17 of the 1995 Annual Town Meeting and amended at the November 1995 Special Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating new amounts; and by appropriating $40,000 from free cash to fund such additional amounts:

Line Item	Appropriation	Changing From	Changing To
901	Salaries	$472,549	$482,549
902	Purchase of Service	229,891	249,891
903	Expenses	151,255	161,255

or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 3: AMEND THE FISCAL YEAR 1996 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1996 Sewer Enterprise Fund Budget adopted under Article 18 of the 1995 Annual Town Meeting and amended at the November 1995 Special Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 4: **AMEND MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT AGREEMENT**

To see if the Town will vote to accept an amendment to the Agreement establishing the Minuteman Regional Vocational Technical School District ("Minuteman") drawn up by the Minuteman School Committee on March 5, 1996 which would permit the withdrawal of the Town of Carlisle from Minuteman; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 5: **APPROPRIATE FOR NEWMAN SCHOOL REPAIRS**

To see if the Town will vote to raise and appropriate the sum of $360,000 for reconstruction and making extraordinary repairs to the heating system at the Newman Elementary School; to be spent under the direction of the Permanent Public Building Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to $360,000 for a period of up to 20 years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: School Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred.

ARTICLE 6: **ESTABLISH REVOLVING FUND - HOME COMPOSTING BIN ACCOUNT**

To see if the Town will vote to establish a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E 1/2 of the General Laws for the revenues and expenditures associated with the sale of home composting bins including grant revenues from the Massachusetts Department of Environmental Protection; to authorize the Board of Selectmen through the Director of Public Works to expend money from such fund in fiscal year 1997 in the amount of $5,400 for the purchase of additional bins and related costs; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this Ninth day of April 1996

Paul Theodore Owens
John D. Marr, Jr.
Daniel P. Matthews
John H. Cogswell
William M. Powers

Selectmen of Needham

A TRUE COPY
Attest:
Constable:
Walter Wright

Town Clerk's Office
Needham, MA 02192

ATTN: SPECIAL TOWN MEETING WARRANT

TOWN OF NEEDHAM

NEEDHAM
Public Library

FISCAL YEAR 1996

TOWN CLERK'S RECORDS

OF THE

SPECIAL TOWN MEETING
Monday, November 20, 1995

SPECIAL TOWN MEETING
Monday, February 5, 1996

PRESIDENTIAL PRIMARY
Tuesday, March 5, 1996

ANNUAL TOWN ELECTION
Monday, April 8, 1996

ANNUAL TOWN MEETING
Monday, May 6, 1996

SPECIAL TOWN MEETING
Wednesday, May 15, 1996

SPECIAL TOWN MEETING

November 20, 1995

Pursuant to a Warrant issued by the Selectmen October 24, 1995, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Derwood A. Newman Elementary School on Monday, November 20,1995, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 227 voters, including 216 Town Meeting Members, were checked on the list as being present.

The Moderator explained that the presentation of the colors or musical accompaniment does not occur at a Special Town Meeting. In place thereof, a film entitled "Your Needham" was presented. This film was produced as a joint venture between the Needham Business Association and Continental Cablevision.

The meeting was called to order at 7:30 o'clock by the Moderator, Richard P. Melick. The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are one Town Meeting Family with a common goal: the best interest of the community.

2. Rise to be recognized and address the chair; speak your name so that the Town Clerk can complete her records.

3. Disclosure required by one employed as an attorney by another who is interested in a matter; General By-Laws, Art. I, section 5.

4. If lengthy or complicated motions are not drafted and reviewed by the Moderator prior to being placed on the floor, then the speaker will yield the floor to another speaker while the drafting and formulation process is occurring.

5. Short motions to amend and procedural motions need not be in writing.

6. Parlimentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elong or permit debate after a motion to move the previous question has been voted in the affirmative.

7. Limits of debate shall be enforced.

8. Questions asked for general information purposes unnecessary for the consideration of the matter on the floor shall be ruled out of order.

9. If a speaker either makes any reference whatsoever to the existence or presence of cameras within the hall or within the sole discretion of the Moderator it is believed that the remarks of the speaker are in any way affected by the existence of the cameras, then in either event the speaker will be ruled out of order and requested to immediately be seated.

10. After a motion to put the previous question has been voted, a member may rise to a point of information only to inquire (1) what the motion or motions are that are to be put pursuant to said vote, or (2) to ask as to the order in which motions are to be so put if there are more than one motion to be voted upon, and for no other purpose.

Unanimous consent was given to adopt the following limits of debate:

25 Minutes - Committee Chairmen, proponents, attorneys representing proponents; subject to extension at the discretion of the Moderator in cases of a building committee report or the like.

10 Minutes - Town Meeting members, non-town meeting members, visitors other than attorneys.

Unanimous consent was given to omit the reading of the substance of each article when reached.

ARTICLE 1: AMEND FISCAL YEAR 1996 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1996 Operating Budget, adopted under Article 16 at the 1995 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the 1996 Operating Budget, adopted under Article 16 at the 1995 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, as follows:

Line Item	Appropriation	Changing From	Changing To
018	Maturing Bonds	$1,162,994.	$1,150,000.
019	Bond Interest	407,150.	610,000.
020	Contr. Retirement	2,907,644.	2,482,171.
023	MBTA Commuter Parking.	73,000.	86,957.
101	Selectmen, Salaries	281,739.	274,739.
102	Selectmen, Purchase of Service	116,408.	123,408.
211	Finance Committee, Reserve Fund	264,498..	464,498.
302	School, Purchase of Service	2,296,928.	2,325,178.
401	Police, Salaries	2,722,763.	2,746,094.
402	Police, Purchase of Service	45,721.	44,221.
403	Police, Expenses	112,267.	99,667.
413	Building Dept., Purchase of Service	1,260.	2,260.
414	Building Dept., Expense	5,847.	4,847.
501	DPW, Salaries	2,041,988.	2,076,988.

710	Board of Appeals, Expenses	3,350.	3,550.

NET CHANGE 51,021.

And to transfer from the Landfill Reserve Fund $35,000. to partially fund line item 501, DPW salaries.

In response to an inquiry from Mr. Gerald R. Browne, Mr. James G. Healy, Chairman, Finance Committee, explained the changes in the specific line items as well as explaining that the actual revenue figures were higher than the preliminary revenue estimates giving the Town of Needham a revenue surplus of $383,391. Line Item 501, DPW Salaries is being increased by $35,000. for a Project Manager to oversee the closing of the dump.

Mr. Paul Theodore Owens, Selectmen, stated that historically the Town of Needham has never accepted out-of-town materials to be disposed of at the Needham Disposal Area. However, the dump must be closed by December 31, 1997 whether or not the dump is full and it needs to be capped in a certain manner. Thus, the Town started accepting the needed materials for which the Town is paid.

In response to an inquiry from Mrs. Cynthia Conturi, Mrs. Sally B. Davis, Chairman, advised that the Board of Selectmen made the decision to accept out-of-town materials in open meeting before the press. This was not done behind closed doors. The materials are all double screened and the Board is confident that this procedure is being done correctly. During this pilot program, the town is receiving $20 per ton.

Rachel Spector, Chairman, Board of Health, stated that much research has gone into this project and several municipal dump sites were visited.

Mr. Paul H. Attridge noted that this article is usually a wash and expressed concern that there is a need to add funds this year and no that there is no funding in the article.

Under Line Item 710, Board of Appeals, Expenses, a motion to amend was offered by Mrs. Salley B. Davis by changing the Line Item "710" to read "711" and the figure "3,350" to "0" and "3,550" to "200".

A motion to move the previous question was offered by Mr. Frederick Waldman. The motion was presented and carried unanimously by voice vote.

Mrs. Davis' motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to amend and supersede certain parts of the 1996 Operating Budget, adopted under Article 16 at the 1995 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, as follows:

Line Item	Appropriation	Changing From	Changing To
018	Maturing Bonds	$1,162,994.	$1,150,000.
019	Bond Interest	407,150.	610,000.
020	Contr. Retirement	2,907,644.	2,482,171.
023	MBTA Commuter Parking.	73,000.	86,957.
101	Selectmen, Salaries	281,739.	274,739.
102	Selectmen, Purchase of Service	116,408.	123,408.
211	Finance Committee, Reserve Fund	264,498..	464,498.
302	School, Purchase of Service	2,296,928.	2,325,178.
401	Police, Salaries	2,722,763.	2,746,094.
402	Police, Purchase of Service	45,721.	44,221.
403	Police, Expenses	112,267.	99,667.
413	Building Dept., Purchase of Service	1,260.	2,260.
414	Building Dept., Expense	5,847.	4,847.
501	DPW, Salaries	2,041,988.	2,076,988.
711	Board of Appeals, Expenses	0.	200.

NET CHANGE $51,021.;

and to transfer from the Landfill Reserve Fund $35,000. to partially fund line item 501, DPW salaries.

ARTICLE 2: APPROPRIATE TO STABILIZATION FUND

To see if the Town will vote to raise and appropriate a sum of money to the Stabilization Fund, as provided for under MGL Chapter 40, Section 5B as amended; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate $123,412. to the Stabilization Fund as provided for under MGL Chapter 40, Section 5B as amended.

Mr. James G. Healy, Chairman, advised that the Finance Committee recommends adoption of this article. He explained that the Finance Committee's goal is to have $1 million in the Stabilization Fund. With approval of this article the transfer would increase the Stabilization Fund to approximately $600,000. The Reserve Fund is $464,498. and available to the Finance Committee during the year to appropriate to various line item shortages. Use of the Stabilization fund requires a 2/3 vote of Town Meeting.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 3: FISCAL YEAR 1996 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1996 Water Enterprise Fund Budget, adopted under Article 17 at the 1995 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the 1996 Water Enterprise Fund Budget, adopted under Article 17

at the 1995 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, as follows:

Line Item	Appropriation	Changing From	Changing To
905	MWRA Water Assessment	$130,000.	$120,455.
903	Water Expenses	121,255.	151,255.
906	Water, Emergency Repairs	0.	20,000.

NET CHANGE $40,455.;

said sum to be raised from water fees.

Mr. Paul Theodore Owens, Selectman, explained that the Water Enterprise Fund was created at the 1995 Annual Town Meeting. Since the new assessment is not available until the Spring, the prior year's assessment is used in the budget. The second part of the article is funding to install second water meters for which the residents ultimately pay. Monies will be recovered from water fees, but the expense side must be approved.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 4: AMEND FISCAL YEAR 1996 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1996 Sewer Enterprise Fund Budget, adopted under Article 18 at the 1995 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the 1996 Sewer Enterprise Fund Budget, adopted under Article 18 at the 1995 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, as follows:

Line Item	Appropriation	Changing From	Changing To
910	MWRA Sewer Assessment	$3,130,000.	$3,468,741.
911	Sewer, Emergency Repairs	0.	20,000.;

NET CHANGE $358,741.;

said sum to be raised from sewer fees.

Mr. Paul Theodore Owens, Selectmen, explained that this article is similar to Article 3. In response to an inquiry from Mr. Gerald R. Browne, Mr. Owens explained that the town made the required repairs to the sewers under Route 128 instead of other planned sewer repairs at a cost of approximately $300,000.

In response to an inquiry from Mr. Russell S. Broad, Jr., Mr. Owens concurred that the MWRA has gone from an assessment system based on population to assessment based on flow and while this is just a matter of how MWRA spread the costs, the results could be negative for the Town.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 5; APPROPRIATE FOR RECYCLING EXPANSION (PHASE 2)

To see if the Town will vote to raise and appropriate $807,000 for the construction and expansion of the Solid Waste Transfer Building including the designing and preparing of plans and specifications; to be expended under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $807,000 for a period of up to 20 years, under G.L. Chapter 44, Section 8; or take any other action relative thereto.

MOVED: That the Town vote to appropriate $807,000 for construction and equipment for the Solid Waste Transfer Building including the designing and preparing of plans and specifications; to be expended under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow $807,000 for a period of up to 20 years, under Chapter 44 of the General Laws.

A motion was offered by Mrs. Sally B. Davis to discuss Articles 5, 6, 7 and 8 together and vote on the articles' motions separately. The motion was presented and carried unanimously by voice vote.

Unanimous consent was given to permit Mr. Carl Valente, Town Administrator and non-resident, to address Town Meeting.

Mrs. Sally B. Davis. Chairman, addressed this proposal on behalf of the Board of Selectmen. She commended Mr. Philip Wiggin on his many years as member and Chairman of the Solid Waste/Recycling Committee until his death last Summer. She explained that the Town is now about to enter into the next phase in the life of the Needham Disposal Area. The "Dump" will close on December 31, 1997. Articles 5, 6, 7 and 8 were on the 1995 Annual Town meeting Warrant. However, the Finance Committee requested the Board of Selectmen to look at the possibility of curbside pickup again before voting on these capital projects. The Board of Selectmen concurred and recently voted unanimously to take the necessary steps to continue using the disposal area as a drop off for the following reasons:

1. It is clear that curbside pickup is not less expensive for the Town.

2. Drop off is less costly in the beginning and decreases as bonding expenses decrease.

3. Town Meeting reaffirmed its preference for drop off several times in the past The Board of Selectmen than mailed out a townwide survey to obtain residents' preference. This survey has engaged the community in discussion and the results show that 80% of the residents prefer drop off. An improved recycling transfer station is the least expensive method. The recycling area needs improvements. The decisions tonight will determine how to go forward.

Mr. Robert E. MacEwen, former Director of Public Works and member of the Solid Waste/Recycling Advisory Committee, addressed this proposal on behalf of the Committe. He stated that the landfill will close and the 15-acre parcel will remain as a drop off center. Articles 5, 6 and 7 call for funds and these three pieces form a completed puzzle. The original design of the Transfer Station in 1987 was appropriate then, but needs upgrading. Article 6 requests an appropriation to continue the construction and equipment of the recycling area. The traffic flow will be improved. Needham is currently not meeting its recycling goal which should be 30% and is now at 25%. Article 7 appropriates funds to improve the Transfer Station access road which begins at the Central Avenue entrance. The exit road will be relocated closer to Marked Tree Road. Better entrance and exit locations will improve overall safety. Mr. MacEwen urged support of these articles. Mr. MacEwen opposed Article 8 and explained that this article deals with curbside collection. Three major companies would bid for this service and residents could drop off specific items. The cost of this service is approximately $2.3 million in 1997.

Mr. Carl Valente, Town Administrator, explained the costs of the various proposals. Current costs equal $1,400,000. Or $150. per household which breaks down into $115. in property taxes and $35. for the annual sticker fee. The improved costs equal $1,852,000 or $195. per household which breaks down into $115. in property taxes and $80. for the annual sticker fee.

Mr. James G. Healy, Chairman, Finance Committee, advised that after attending four hearings on this subject, the Finance Committee voted to adopt Articles 5, 6, and 7, but not to adopt Article 8.

Mr. Thomas Henning, member, indicated that the Finance Committee had the consultant's report in October and subsequently had numerous disussions with the consultants, the Board of Selectmen, and the Town Administrator. There are concerns that long term costs projections will equal 1 million per year to 1.9 million per year in 2016. Not all costs are available tonight and there are other capital articles coming down the road. A further concern is that keeping a drop off station will further tax the Department of Public Works. The equipment changing now is due to hindsight.

Mr. Robert Y. Larsen expressed concern with the operational hazard of spending a lot of money.

Mr. J. Darrison Sillesky expressed concern that on the usage side everything is stated in terms of households. However, when at the disposal area, there are lots of trucks which appear to be small businesses. Where are the "non-household" costs and income figures? Mr. Valente advised that small businesses pay a sticker fee and trash collector pay a dumping fee.

Mr. Foster S. Crook expressed concern with the safety hazards of curbside pickup. In the winter roads get narrower and the combination of school children and trash trucks is not good. He urged the continuation of trash drop off.

A motion was offered by Mrs. Jane Baker to refer Article 5 back to theBoard of Selectmen for further study. She expressed concern with spending $2 million to continue the drop off facility.

Mr. MacEwen explained that Article 5 is required to make funds available to proceed with the design and bid specifications. Completion of the transfer station will probably take two construction seasons. All three articles comprise the one project and it is impossible to wait and have everything completed on December 31, 1997.

Mr. Daniel P. Matthews, member, Board of Selectmen, explained that the facility must handle peak load time. If peak load time could be reduced, perhaps some of these projects would not be necessary. There is a need to be able to compact and move materials quickly and efficiently. We also need to increase recycling or costs will increase. The access road needs to be completed to let the closing of the dump go forth.

In response to an inquiry from Mr. Ethan F. Fener, Mrs. Sally B. Davis explained that recycling education is needed and there is some grant money available. There is mandatory recycling for haulers, but not enforced. Costs of Sunday opening is included, but it is a bargaining issue.

After a lengthy discussion, Mr. Thomas M. Alpert moved that Town Meeting recommend to the Board of Selectmen that any additional fees/costs relating to Articles 5, 6 and 7 be through taxes and not sticker fees. Since Proposition 2 ½, Towns have increased user fees to offset limited taxes.

Mr. Richard B.Weitzen, member of the Landfill Reuse Committee, expressed concern that adoption of these articles now may limit future uses of this land which could bring in revenue. Mr. Weitzen urged support of Mrs. Baker's motion to refer. Michael J. Greis, Cindy B. Levine, Michelle M. McQuillen spoke in favor of the motion to refer.

Mrs. Joan Adams suggested that Town Meeting is losing sight of the fact that there is a law that mandates closing the dump.

A motion to move the previous question on all motions was offered by Mr.Frederick Waldman. The motion was presented, but it failed to pass by voice vote.

In response to an inquriy from Mr. Richard B. Weitzen, Mr. Daniel P. Matthews, Selectman, advised that this problem has been considered for 20 years and this is the best plan for the next period. Reclamation of the dump has been rejected three times in the last decade.

A motion to move the previous question was offered by Mr. Jonathan Davis. The motion was presented and carried by voice vote.

Mr. Alpert's motion was presented, but it failed to pass by voice vote.

Mrs. Baker's motion to refer was presented, but it failed to pass by voice vote.

The following Town meeting members were sworn in as tellers by the Moderator: Richard S. Creem, Meredith P. Page, Foster S. Crook, Betsy Tedoldi, Harriett D. Tippett, and LeRoy J. Nutile.

ACTION: The main motion, which requires a two-thirds vote, was presented and carried by count of hands. The hand count was Yes 137 - No 40.

ARTICLE 6: APPROPRIATE FOR RECYCLING EXPANSION (PHASE 2)

To see if the Town will vote to raise and appropriate the sum of $135,000 to continue the construction of the recycling expansion at the Recycling and Transfer Station; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $135,000 for a period up to 20 years, under G.L. Chapter 44, Section 8; or take any other action relative thereto.

MOVED: That the Town vote to appropriate the sum of $135,000 to continue the construction and expansion of the recycling area at the Recycling and Solid Waste Transfer Station and for related equipment; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $135,000 for a period up to 20 years under Chapter 44 of the General Laws.

A motion was offered by Mrs. Jane Baker to refer Article 6 back to the Board of Selectmen for futher study.

After a brief discussion, a motion to move the previous question was offered by Mr. Robert T. Heald. The motion was presented and carried by voice vote.

Mrs. Baker's motion to refer was presented, but it failed to pass by voice vote.

Action: The main motion, which requires a two thirds vote, was presented and carried by a count of hands. The hand count was Yes 142 - No 41.

ARTICLE 7: APPROPRIATE FOR TRANSFER STATION ACCESS ROAD

To see if the Town will vote to raise and appropriate the sum of $225,000 to re-construct the access road to the SolidWaste Transfer Station; said sum to be expended under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $225,000 for a period up to 20 years, under G.L. Chapter 44, Section 8; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $225,000 to reconstruct the access road to the Recycling and Solid Waste Transfer Station; said sum to be expended under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow $225,000 for a period up to 20 years, under Chapter 44 of the General Laws.

A motion was offered by Mrs. Jane Baker to refer Article 7 back to the Board of Selectmen for futher study.

After a brief discussion, a motion to move the previous question was offered by Mr. John F. Milligan. The motion was presented and carried unanimously by voice vote.

Mrs. Baker's motion to refer was presented, but it failed to pass by voice vote.

ACTION: The main motion, which requires a two-thirds vote, was presented and carried by a count of hands. The hand count was Yes 144 - No 32.

ARTICLE 8: ENTER INTO CURBSIDE COLLECTION CONTRACT

To see whether the Town will authorize the Board of Selectmen to enter into a contract for the curbside collection of solid waste and recyclable materials; under such terms and conditions that the Board seems appropriate; or take any other action relative thereto.

MOVED: That the Town authorize the Board of Selectmen to enter into a contract for the curbside collection of solid waste and recyclable materials; under such terms and conditions that the Board deems appropriate.

A motion to postpone the subject matter of Article 8 indefinitely was offered by Mrs. Sally B. Davis. The motion was presented and carried by voice vote.

ARTICLE 9: ACCEPT AMENDMENT TO THE TOWN CHARTER

To see if the Town will vote to accept and approve an amendment to Section 17 of the Town Charter, as approve by the General Court, said section to be as follows:

"Section 17. School Committee. There shall continue to be a school committee for the town consisting of three, five, six, seven or nine members, one-third of whom or as numerically close as possible thereto, shall be elected at each annual town election as the town may vote, for terms of three years each. The school committee shall have the powers, duties, responsibilities and functions vested in school committees by the laws of the Commonwealth, and as delegated to it by the town which are not inconsistent with the laws of the Commonwealth."

or take any other action relative thereto.

MOVED: That the Town vote to accept and approve an amendment to the first and second sentences to Section 17 of the Town Charter, as approved by the General Court, said section to be as follows:

"Section 17. School Committee. There shall continue to be a school committee for the town consisting of three, five, six, seven or nine members, one-third of whom, or as numerically close as possible thereto, shall be elected at each annual town election as the town may vote, for terms of three years each. The school committee shall have the powers, duties, responsibilities and functions vested in school committees by the laws of the Commonwealth, and as delegated to it by the town which are not inconsistent with the laws of the Commonwealth."

A motion to amend the main motion was offered by Mr. Paul Theodore Owens by deleting the first sentence so that the motion addressed only the second sentence of Section 17, and sought to amend only the second sentence, to read: "The school committee shall have the powers, duties, responsibilities and functions vested in school committees by the laws of the commonwealth, and as delegated to it by the town which are not inconsistent with the laws of the commonwealth."

Mr. Paul Theodore Owens explained that the motion to amend the Town Charter, Section 17, was approved under Article 50 of the 1995 Annual Town Meeting and has just been approved by the General Court.

Mr. Owens' motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town vote to accept and approve an amendment to the second sentence of Section 17 of the Town Charter, as approved by the General Court, said section to be as follows:

"Section 17. School Committee.... The school committee shall have the powers, duties, responsibilities and functions vested in school committees by the laws of the Commonwealth, and as delegated to it by the town which are not inconsistent with the laws of the Ccommonwealth."

At 11:50 P.M. the following Resolutions were offered by the Board of Selectmen:

RESOLUTION

In Memory of Reverend Diane Perry Matthews

WHEREAS: Reverend Diane Perry Matthews resided in Needham for more than 45 years; and

WHEREAS: She was married to Peter D. Matthews and mother of Peter D. Matthews, Jr., Daniel P. Matthews and Andrea M. Matthews; and

WHEREAS: Reverend Matthews dutiful service to the community included membership on the Needham Housing Authority from 1978 - 1993, serving as its chairman for several years; and service on the Council on Aging from 1980 - 1989; and

WHEREAS: Reverend Diane Perry Matthews was a Precinct I Town Meeting Member for eleven years; and

WHEREAS: Reverend Matthews was a member of the New England Women's Minister Association and a member of the First Baptist Church in Needham; and

WHEREAS: Reverend Diane Perry Matthews was an exemplary public servant and citizen of the Town of Needham worthy of any person's emulation.

NOW, THEREFORE BE IT RESOLVED by this body that this Special Town Meeting be adjourned in honor of the many contributions of Reverend Diane Perry Matthews to the Town of Needham.

RESOLUTION

In Memory of Philip M. Wiggin

WHEREAS: Philip M. Wiggin was born in Boston and a resident of Needham for 72 years; and

WHEREAS: Mr. Wiggin graduated from the Needham schools, Boston University and served in the Coast Guard where he received the Bronze Star while serving on the S. S. Calloway; and

WHEREAS: He was married to Patricia Muzuk Wiggin and step-father to Donna D. Doyle; and

WHEREAS: His dedication to the well being of the community included service as a Town Meeting Member for fifteen years, the Needham Education Foundation, the Town of Needham Solid Waste Disposal and Recycling Advisory Committee which he served as Chairman; and

WHEREAS: Mr. Wiggin was a longtime member of the Needham Exchange Club; the founder of the "13 Club", a member Norfolk Lodge AF & AM of Needham and the Scottish Rite Bodies Boston, Member of the Retired Men's Club, and a member of the Telephone Pioneers; and

WHEREAS: Philip Wiggin was a friend and neighbor whose devoted service to the Town will long be remembered by all its citizens.

NOW, THEREFORE BE IT RESOLVED by this body that this Special Town Meeting be adjourned in honor of the many contributions of Philip M. Wiggin to the Town of Needham.

ACTION: Both Resolutions were presented and carried unanimously by voice vote.

Theodora K. Eaton, CMC,
Town Clerk

A true copy
ATTEST:

SPECIAL TOWN MEETING

February 5, 1996

Pursuant to a Warrant issued by the Selectmen January 9, 1996, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Derwood A. Newman Elementary School on Monday, February 5,1996, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 206 voters, including 190 Town Meeting Members, were checked on the list as being present.

The Pollard String Ensamble, directed by Margaret McLallen, performed prior to the call to the meeting.

The meeting was called to order at 7:30 o'clock by the Moderator, Richard P. Melick. The call to the meeting and the Officer's return were read by the Town Clerk, the reading of the Articles in the Warrant being waived upon motion.

At the designation of Dr. Mark A. Fowler, President of the Needham Clergy Association, and Rabbi Dr. Rifat Sonsino, Rev. Dr. Lorne P. Bostwick, Pastor of the Presbyterian Church in Needham, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are one Town Meeting Family with a common goal: the best interest of the community.

2. Rise to be recognized and address the chair; speak your name so that the Town Clerk can complete her records.

3. Disclosure required by one employed as an attorney by another who is interested in a matter; General By-Laws, Art. I, section 5.

4. If lengthy or complicated motions are not drafted and reviewed by the Moderator prior to being placed on the floor, then the speaker will yield the floor to another speaker while the drafting and formulation process is occurring.

5. Short motions to amend and procedural motions need not be in writing.

6. Parlimentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elong or permit debate after a motion to move the previous question has been voted in the affirmative.

7. Limits of debate shall be enforced.

8. Questions asked for general information purposes unnecessary for the consideration of the matter on the floor shall be ruled out of order.

9. If a speaker either makes any reference whatsoever to the existence or presence of cameras within the hall or within the sole discretion of the Moderator it is believed that the remarks of the speaker are in any way affected by the existence of the cameras, then in either event the speaker will be ruled out of order and requested to immediately be seated.

10. After a motion to put the previous question has been voted, a member may rise to a point of information only to inquire (1) what the motion or motions are that are to be put pursuant to said vote, or (2) to ask as to the order in which motions are to be so put if there are more than one motion to be voted upon, and for no other purpose.

Unanimous consent was given to adopt the following limits of debate:

25 Minutes - Committee Chairmen, proponents, attorneys representing proponents; subject to extension at the discretion of the Moderator in cases of a building committee report or the like.

10 Minutes - Town Meeting members, non-town meeting members, visitors other than attorneys.

Unanimous consent was given to omit the reading of the substance of each article when reached.

ARTICLE 1: APPROPRIATE FOR HIGH SCHOOL ADA ALTERATIONS

To see if the Town will vote to raise and appropriate the sum of $380,000 for improvements and alterations necessary to improve and upgrade the handicapped accessibility at the Needham High School; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to $380,000 for a period up to 5 years under MGL Chapter 44, s. 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $380,000 for improvements and alterations necessary to improve and upgrade the handicapped accessibility at the Needham High School; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to $380,000 for a period up to 5 years under MGL Chapter 44, s. 7.

A motion to amend was offered by Mr. Karl H. Clauset, Jr. to strike the words "improvements and alterations" and insert in place thereof the words "remodeling and reconstructing".

Unanimous consent was given to advance Article 3 prior to consideration of Articles 1 and 2.

ARTICLE 3: AMEND GENERAL BY-LAWS - PERMANENT BUILDING COMMITTEE

To see if the Town will vote to amend Section 2.7.2 of the General By-Laws by deleting the current language in its entirety, and replacing it with the following:

2.7.2 Permanent Public Building Committee

There shall be a Permanent Public Building Committee (hereinafter "Committee") consisting of seven Needham residents

responsible for the construction, reconstruction, alteration or enlargement of all buildings owned by the Town or constructed on land owned, leased or operated by the Town.

2.7.2.1 Appointing Authority

The Committee shall be appointed by an Appointing Authority, which shall consist of the following officials:

- Board of Selectmen, Chairperson
- Moderator
- School Committee, Chairperson
- Library Trustees, Chairperson
- Park and Recreation Commission, Chairperson

The Appointing Authority shall meet annually, and as otherwise required to make appointments to the Committee. The Board of Selectmen shall provide space for the Appointing Authority to meet. Appointments shall be made by a four-fifths majority vote.

Each member of the Committee shall be a registered voter of the Town of Needham. No Committee member shall be a paid employee of the Town, or serve as an elected official, or appointed or elected member of another standing Town board, committee or commission, except town meeting.

2.7.2.2 The Committee

The Committee shall include at least:

- one commercial general contractor,
- one architect,
- two engineers *(from two of the following disciplines: structural, civil, mechanical or electrical engineering),*
- one resident of the Town,
- one certified public accountant *(or an accountant experienced in construction),* and one attorney-at-law

If an individual with the necessary expertise is not available for appointment to the Committee, the Appointing Authority may consider an individual with engineering or construction experience.

The Appointing Authority shall appoint the original members of the Committee as follows: Two members for one year, two members for two years and three members for three years. Upon the expiration of a term, future appointments shall be for three years.

Terms expire on June 30, of each year. A member shall hold his or her seat after his or her term expires until a successor is appointed. If a member vacates his or her seat before the expiration of his or her term, the Appointing Authority shall appoint a replacement within forty-five days to complete the term.

2.7.2.3 Definitions

For the purpose of this Section 2.7.2 the following words shall have the following meanings:

a. architect: a person with educational training and experience in the field of architecture, and a professional registration.

b. building: a structure in a portable or fixed location, with an area of at least one hundred square feet, having a roof or providing shelter. For the purpose of Section 2.7.2, swimming pools are considered a building.

c. clerk-of-the-works: an individual responsible for day-to-day inspections of the project. He or she shall prepare and maintain detailed daily records of a project's progress and shall report to the project manager.

d. commercial general contractor: a person with the educational training and experience in general construction of a commercial nature, and a commercial general contractor's license, or at least ten years of experience as a commercial general contractor.

e. designer: an individual, corporation, partnership, sole proprietorship, joint venturer, joint stock company or other entity engaged in the practice of architecture, landscape architecture, or engineering. If the designer is an individual, he or she shall be registered as an architect, landscape architect or engineer in the Commonwealth of Massachusetts, and if the designer is one of the other categories listed above, the majority of the partners or owners shall be registered as an architect, landscape architect or engineer in the Commonwealth of Massachusetts.

f. direct construction cost: the direct cost for material, labor and equipment to construct, reconstruct, enlarge or alter a building.

g. engineer: a person with educational training and experience in their engineering discipline, and a professional registration.

h. feasibility study: prepared by a designer, and identifies the needs of a building user as well as alternatives for meeting the user's functional requirements. It includes surveys and testing, including environmental impacts, access for the disabled and cost estimates.

i. final design: prepared by a designer, the final design includes a schematic design, design development, final drawings and specifications, bidding documents and contract documents.

j. indirect construction costs: architectural and engineering fees, furnishings and equipment, permit and license fees, project management costs, salaries for the project manager and clerk-of-the-works, financing costs, and project contingencies.

k. project: a project is a proposed construction, reconstruction, alteration or enlargement of any building owned by the Town or constructed on land owned, leased or operated by the Town.

l. Project Committee: a committee consisting of the Permanent Public Building Committee members and the representatives designated by a User Agency for a specific building project. A member of the Permanent Public Building Committee shall preside over all Project Committee activities.

m. project manager: an individual who acts on behalf of the Committee. He or she is responsible for the day-to-day supervision of a project. He or she shall maintain project records, issue emergency directives, and oversee the clerk-of-the-works and other project participants. The project manager shall report to the Committee.

n. total project cost: the combination of the direct and indirect construction costs.

o. User Agency: an elected or appointed board, committee or commission, including the Board of Selectmen, School Committee, Library Trustees, Park and Recreation Commission, Memorial Park Trustees, Conservation Commission, or other board, committee or commission having responsibility for a building.

2.7.2.4 The Committee is responsible for projects having a total project cost of $100,000 or more. The Committee shall serve as the Awarding Authority for all projects under its jurisdiction. The Committee may defer its jurisdiction to a User Agency in the instance where the project includes little or no actual building construction.

2.7.2.5 The Committee shall develop and publish procedures describing its activities. The Committee shall submit a report of all its activities for publication in the Town's annual report.

2.7.2.6 The Committee shall invite to its meetings representatives from the Board of Health, the Commission on Disabilities, and any applicable health and safety committee.

2.7.2.7 The Committee shall conduct feasibility studies and final designs, oversee the construction of projects and subject to appropriation, procure designer and consultant services as it deems necessary or as required by law. The relevant User Agency shall determine the functional need and utility of a project.

2.7.2.8 Before the commencement of a feasibility study and before any hiring for a project, the relevant User Agency shall designate two people to serve with the Committee as its representatives. Each representative will serve as a member of the Committee for that particular project until it is completed. If for some reason the User Agency wants to replace that person, or that person is unable to serve, the User Agency shall name another person as its representative. These representatives shall have full voting rights and shall have full participation in all the Committee's deliberations and actions. Hereinafter the Committee plus the two representatives of the User Agency shall be referred to as the Project Committee.

2.7.2.9 Any User Agency seeking to construct, reconstruct, alter or enlarge a building under its jurisdiction shall file a project application with the Committee. The Committee shall meet with the User Agency within thirty days. At the request of the User Agency or at the discretion of the Committee, a feasibility study shall be conducted. Prior to the commencement of a feasibility study, the feasibility study funding shall be reviewed and approved by the town's capital planning process. The Project Committee and the User Agency shall review the completed feasibility study. Upon review, the Project Committee and the User Agency shall each indicate on a separate, signed copy whether they will accept, amend or reject the feasibility study. These provisions do not preclude the User Agency from conducting independent studies relating to its functions.

2.7.2.10 If a feasilbility study approved by the Project Committee and the User Agency shows that a proposed construction project is necessary, the Project Committee shall conduct a final design. Prior to the commencement of the final design, the final design scope of work and its funding shall be reviewed and approved by the capital planning process. Prior to approval of a final design and contract documents by the Project Committee, a draft version shall be reviewed by the Project Committee and the User Agency. The final design and contract documents shall not be considered approved until the Project Committee and the User Agency acknowledge their approval in writing.

2.7.2.11 A detailed description of the estimated total project cost shall be prepared for all feasibility studies and final designs.

2.7.2.12 Whenever project funding approval is sought from the town meeting, the Project Committee and the User Agency shall provide a detailed report to the town meeting that includes an explanation of the project need, scope of work, schedule and costs.

2.7.2.13 Whenever a project is expected to have a total project cost of more than $1,000,000, the Committee shall employ a project manager. The project manager reports directly to the Committee, and is responsible for overseeing projects on a day to day basis. For projects with a total cost less than $2,000,000, the project manager shall also serve as the clerk-of-the-works. For projects with a total project cost more than $2,000,000, the Committee shall employ a separate person as clerk-of-the-works. The clerk-of-the-works shall report to the project manager. When a project manager is required, the Committee shall hire the project manager as early as possible during the final design phase, and continue to employ the project manager until the project is completed.

2.7.2.14 The Town Clerk shall maintain a register of Committee members, and of architects, engineers, contractors, accountants, and attorneys that are willing to serve on the Committee. The Town Clerk shall maintain said register in such form as the Town Clerk, in consultation with the Board of Selectmen, may determine and such register may be purged from time to time of such information as the Town Clerk determines to be obsolete and of no further value.

2.7.2.15 Except as the laws of the Commonwealth may otherwise require, the Chairperson of the Committee, or his or her designated representative, shall, upon the termination of the Project Committee: (1) provide the User Agency and the Town's Municipal Building Maintenance Board with a complete and final set of drawings and specifications of the finish structure as built, all other contract documents and shall relinquish to the User Agency and said Board all papers guaranteeing the building or any feature thereof, materials used therein, or work done thereon, and (2) relinquish the remaining papers of the Project Committee to the Town Librarian for the purpose of maintaining detailed records, including any inventory indicating what papers, materials and records were deposited with the Municipal Building Maintenance Board. Subject to the approval of the Town Clerk and the requirements of M.G.L. Chapter 66, the

Town Librarian may destroy that portion of the material relinquished to the Library determined to have no substantial value, the balance of such material being deposited in the Public Administration Collection.

Or take any other action relative thereto.

MOVED: That the Town vote to amend Section 2.7.2 of the General By-Laws by deleting the current language in its entirety, and replacing it with the following:

2.7.2 Permanent Public Building Committee

There shall be a Permanent Public Building Committee (hereinafter "Committee") consisting of seven Needham residents responsible for the construction, reconstruction, alteration or enlargement of all buildings owned by the Town or constructed on land owned, leased or operated by the Town.

2.7.2.1 Appointing Authority

The Committee shall be appointed by an Appointing Authority, which shall consist of the following officials:

- Board of Selectmen, Chairperson
- Moderator
- School Committee, Chairperson
- Library Trustees, Chairperson
- Park and Recreation Commission, Chairperson

The Appointing Authority shall meet annually, and as otherwise required to make appointments to the Committee. The Board of Selectmen shall provide space for the Appointing Authority to meet. Appointments shall be made by a four-fifths majority vote.

Each member of the Committee shall be a registered voter of the Town of Needham. No Committee member shall be a paid employee of the Town, or serve as an elected official, or appointed or elected member of another standing Town board, committee or commission, except town meeting.

2.7.2.2 The Committee

The Committee shall include at least:

- one commercial general contractor,
- one architect,
- two engineers *(from two of the following disciplines: structural, civil, mechanical or electrical engineering)*,
- one resident of the Town,
- one certified public accountant *(or an accountant experienced in construction)*, and one attorney-at-law

If an individual with the necessary expertise is not available for appointment to the Committee, the Appointing Authority may consider an individual with engineering or construction experience.

The Appointing Authority shall appoint the original members of the Committee as follows: Two members for one year, two members for two years and three members for three years. Upon the expiration of a term, future appointments shall be for three years.

Terms expire on June 30, of each year. A member shall hold his or her seat after his or her term expires until a successor is appointed. If a member vacates his or her seat before the expiration of his or her term, the Appointing Authority shall appoint a replacement within forty-five days to complete the term.

2.7.2.3 Definitions

For the purpose of this Section 2.7.2 the following words shall have the following meanings:

a. architect: a person with educational training and experience in the field of architecture, and a professional registration.

b. building: a structure in a portable or fixed location, with an area of at least one hundred square feet, having a roof or providing shelter. For the purpose of Section 2.7.2, swimming pools are considered a building.

c. clerk-of-the-works: an individual responsible for day-to-day inspections of the project. He or she shall prepare and maintain detailed daily records of a project's progress and shall report to the project manager.

d. commercial general contractor: a person with the educational training and experience in general construction of a commercial nature, and a commercial general contractor's license, or at least ten years of experience as a commercial general contractor.

e. designer: an individual, corporation, partnership, sole proprietorship, joint venturer, joint stock company or other entity engaged in the practice of architecture, landscape architecture, or engineering. If the designer is an individual, he or she shall be registered as an architect, landscape architect or engineer in the Commonwealth of Massachusetts, and if the designer is one of the other categories listed above, the majority of the partners or owners shall be registered as an architect, landscape architect or engineer in the Commonwealth of Massachusetts.

f. direct construction cost: the direct cost for material, labor and equipment to construct, reconstruct, enlarge or alter a building.

g. engineer: a person with educational training and experience in their engineering discipline, and a professional registration.

h. feasibility study: prepared by a designer, and identifies the needs of a building user as well as alternatives for meeting the user's functional requirements. It includes surveys and testing, including environmental impacts, access for the disabled and cost estimates.

i. final design: prepared by a designer, the final design includes a schematic design, design development, final

drawings and specifications, bidding documents and contract documents.

indirect construction costs: architectural and engineering fees, furnishings and equipment, permit and license fees, project management costs, salaries for the project manager and clerk-of-the-works, financing costs, and project contingencies.

. project: a project is a proposed construction, reconstruction, alteration or enlargement of any building owned by the Town or constructed on land owned, leased or operated by the Town.

. Project Committee: a committee consisting of the Permanent Public Building Committee members and the representatives designated by a User Agency for a specific building project. A member of the Permanent Public Building Committee shall preside over all Project Committee activities.

n. project manager: an individual who acts on behalf of the Committee. He or she is responsible for the day-to-day supervision of a project. He or she shall maintain project records, issue emergency directives, and oversee the clerk-of-the-works and other project participants. The project manager shall report to the Committee.

ı. total project cost: the combination of the direct and indirect construction costs.

). User Agency: an elected or appointed board, committee or commission, including the Board of Selectmen, School Committee, Library Trustees, Park and Recreation Commission, Memorial Park Trustees, Conservation Commission, or other board, committee or commission having responsibility for a building.

2.7.2.4 The Committee is responsible for projects having a total project cost of $100,000 or more. The Committee shall serve as the Awarding Authority for all projects under its jurisdiction. The Committee may defer its jurisdiction to a User Agency in the instance where the project includes little or no actual building construction.

2.7.2.5 The Committee shall develop and publish procedures describing its activities. The Committee shall submit a report of all its activities for publication in the Town's annual report.

2.7.2.6 The Committee shall invite to its meetings representatives from the Board of Health, the Commission on Disabilities, and any applicable health and safety committee.

2.7.2.7 The Committee shall conduct feasibility studies and final designs, oversee the construction of projects and subject to appropriation, procure designer and consultant services as it deems necessary or as required by law. The relevant User Agency shall determine the functional need and utility of a project.

2.7.2.8 Before the commencement of a feasibility study and before any hiring for a project, the relevant User Agency shall designate two people to serve with the Committee as its representatives. Each representative will serve as a member of the Committee for that particular project until it is completed. If for some reason the User Agency wants to replace that person, or that person is unable to serve, the User Agency shall name another person as its representative. These representatives shall have full voting rights and shall have full participation in all the Committee's deliberations and actions. Hereinafter the Committee plus the two representatives of the User Agency shall be referred to as the Project Committee.

2.7.2.9 Any User Agency seeking to construct, reconstruct, alter or enlarge a building under its jurisdiction shall file a project application with the Committee. The Committee shall meet with the User Agency within thirty days. At the request of the User Agency or at the discretion of the Committee, a feasibility study shall be conducted. Prior to the commencement of a feasibility study, the feasibility study funding shall be reviewed and approved by the town's capital planning process. The Project Committee and the User Agency shall review the completed feasibility study. Upon review, the Project Committee and the User Agency shall each indicate on a separate, signed copy whether they will accept, amend or reject the feasibility study. These provisions do not preclude the User Agency from conducting independent studies relating to its functions.

2.7.2.10 If a feasilbility study approved by the Project Committee and the User Agency shows that a proposed construction project is necessary, the Project Committee shall conduct a final design. Prior to the commencement of the final design, the final design scope of work and its funding shall be reviewed and approved by the capital planning process. Prior to approval of a final design and contract documents by the Project Committee, a draft version shall be reviewed by the Project Committee and the User Agency. The final design and contract documents shall not be considered approved until the Project Committee and the User Agency acknowledge their approval in writing.

2.7.2.11 A detailed description of the estimated total project cost shall be prepared for all feasibility studies and final designs.

2.7.2.12 Whenever project funding approval is sought from the town meeting, the Project Committee and the User Agency shall provide a detailed report to the town meeting that includes an explanation of the project need, scope of work, schedule and costs.

2.7.2.13 Whenever a project is expected to have a total project cost of more than $1,000,000, the Committee shall employ a project manager. The project manager reports directly to the Committee, and is responsible for overseeing projects on a day to day basis. For projects with a total cost less than $2,000,000, the project manager shall also serve as the clerk-of-the-works. For projects with a total project cost more than $2,000,000, the Committee shall employ a separate person as clerk-of-the-works. The clerk-of-the-works shall report to the project manager. When a project manager is required, the Committee shall hire the project manager as early as possible during the final design phase, and continue to employ the project manager until the project is completed.

2.7.2.14 The Town Clerk shall maintain a register of Committee members, and of architects, engineers, contractors, accountants, and attorneys that are willing to serve on the Committee. The Town Clerk shall maintain said register in such form as the Town Clerk, in consultation with the Board of Selectmen, may determine and such register may be purged from time to time of such information as the Town Clerk determines to be obsolete and of no further value.

2.7.2.15 Except as the laws of the Commonwealth may otherwise require, the Chairperson of the Committee, or his or her designated representative, shall, upon the termination of the Project Committee: (1) provide the User Agency and the Town's Municipal Building Maintenance Board with a complete and final set of drawings and specifications of the finish structure as built, all other contract documents and shall relinquish to the User Agency and said Board all papers guaranteeing the building or any feature thereof, materials used therein, or work done thereon, and (2) relinquish the remaining papers of the Project Committee to the Town Librarian for the purpose of maintaining detailed records, including any inventory indicating what papers, materials and records were deposited with the Municipal Building Maintenance Board. Subject to the approval of the Town Clerk and the requirements of M.G.L. Chapter 66, the Town Librarian may destroy that portion of the material relinquished to the Library determined to have no substantial value, the balance of such material being deposited in the Public Administration Collection.

Or take any other action relative thereto.

The following motion to amend was offered by Mr. Thomas M. Harkins which was mailed to all Town Meeting Members:

That the Town vote to amend Section 2.7.2 of the General By-Laws by deleting the current language in its entirety, and replacing it with the following:

2.7.2 Permanent Public Building Committee

There shall be a Permanent Public Building Committee (hereinafter "Committee") consisting of seven Needham residents responsible for the construction, reconstruction, alteration or enlargement of all buildings owned by the Town or constructed on land owned, leased or operated by the Town.

2.7.2.1 Appointing Authority

The Committee shall be appointed by an Appointing Authority, which shall consist of the following officials:

- Board of Selectmen, Chairperson
- Moderator
- School Committee, Chairperson
- Library Trustees, Chairperson
- Park and Recreation Commission, Chairperson

The Appointing Authority shall meet annually, and as otherwise required to make appointments to the Committee. The Board of Selectmen shall provide space for the Appointing Authority to meet. Appointments shall be made by a four-fifths majority vote.

Each member of the Committee shall be a registered voter of the Town of Needham. No Committee member shall be a paid employee of the Town, or serve as an elected official, or appointed or elected member of another standing Town board, committee or commission, except town meeting.

2.7.2.2 The Committee

The Committee shall include at least:

- one commercial general contractor,
- one architect,
- two engineers *(from two of the following disciplines: structural, civil, mechanical or electrical engineering),*
- one certified public accountant *(or an accountant experienced in construction),* and one attorney-at-law

If an individual with the necessary expertise is not available for appointment to the Committee, the Appointing Authority may appoint an individual with engineering or construction experience.

The Appointing Authority shall appoint the original members of the Committee as follows: Two members for one year, two members for two years and three members for three years. Upon the expiration of a term, future appointments shall be for three years.

Terms expire on June 30, of each year. A member shall hold his or her seat after his or her term expires until a successor is appointed. If a member vacates his or her seat before the expiration of his or her term, the Appointing Authority shall appoint a replacement to complete the term.

2.7.2.3 Definitions

For the purpose of this Section 2.7.2 the following words shall have the following meanings:

a. architect: a person with educational training and experience in the field of architecture, and a professional registration.

b. building: a structure in a portable or fixed location, with an area of at least one hundred square feet, having a roof or providing shelter, including swimming pools.

c. clerk-of-the-works: an individual responsible for day-to-day inspection of a project. He or she shall prepare and maintain detailed daily records of a project's progress and shall report to the project manager.

d. commercial general contractor: a person with the educational training and experience in general construction of a commercial nature, and a commercial general contractor's license, or at least ten years of experience as a commercial general contractor.

e. designer: an individual, corporation, partnership, sole proprietorship, joint venturer, joint stock company, limited liability partnership or other entity engaged in the practice of architecture, landscape architecture, or engineering. If the designer is an individual, he or she shall be registered as an architect, landscape architect or engineer in the Commonwealth of Massachusetts, and if the designer is one of the other categories listed above, the majority of the partners or owners shall be registered as an architect, landscape architect or engineer in the Commonwealth of Massachusetts.

f. direct construction cost: the direct cost for material, labor and equipment to construct, reconstruct, enlarge or alter a building.

g. engineer: a person with educational training and experience in his or her engineering discipline, and a professional registration.

h. feasibility study: prepared by a designer, and identifies the needs of a building user as well as alternatives for meeting the user's functional requirements. It includes surveys and testing, including environmental impacts, access for the disabled and cost estimates.

i. final design: prepared by a designer, the final design includes a schematic design, design development, final drawings and specifications, bidding documents and contract documents.

j. indirect construction costs: architectural and engineering fees, furnishings and equipment, permit and license fees, project management costs, salaries for the project manager and clerk-of-the-works, financing costs, and project contingencies.

k. project: a project is a proposed construction, reconstruction, alteration or enlargement of any building owned by the Town or constructed on land owned, leased or operated by the Town.

l. Project Committee: a committee consisting of the Permanent Public Building Committee members and the representatives designated by a User Agency for a specific building project. A member of the Permanent Public Building Committee shall serve as chairperson for all Project Committee activities.

m. project manager: an individual who acts on behalf of the Committee, and who is responsible for the day-to-day supervision of a project. He or she shall maintain project records, issue emergency directives, and oversee the clerk-of-the-works and other project participants. The project manager shall report to the Committee.

n. total project cost: the combination of the direct and indirect construction costs.

o. User Agency: an elected or appointed board, committee or commission, including the Board of Selectmen, School Committee, Library Trustees, Park and Recreation Commission, Memorial Park Trustees, Conservation Commission, or other board, committee or commission having responsibility for a building.

2.7.2.4 The Committee is responsible for projects having a total project cost of $100,000 or more. The Committee shall serve as the Awarding Authority for all projects under its jurisdiction. The Committee may defer its jurisdiction to a User Agency in the instance where the project includes little or no actual building construction.

2.7.2.5 The Committee shall develop and publish procedures describing its activities. The Committee shall submit a report of all its activities for publication in the Town's annual report.

2.7.2.6 The Committee shall invite to its meetings representatives from the Board of Health, the Commission on Disabilities, and any health and safety committee or other advisory committee for the project appointed by the relevant User Agency.

2.7.2.7 The Committee shall conduct feasibility studies and final designs, oversee the construction of projects and subject to appropriation, procure designer and consultant services as it deems necessary or as required by law. The relevant User Agency shall determine the functional need and utility of a project.

2.7.2.8 Before the commencement of a feasibility study and before any hiring for a project, the relevant User Agency shall designate two people to serve on the Project Committee as its representatives. The User Agency may replace its representatives as it deems necessary. The User Agency representatives shall have full voting rights and shall have full participation in all the Project Committee's deliberations and actions.

2.7.2.9 Any User Agency seeking to construct, reconstruct, alter or enlarge a building under its jurisdiction shall file a project application with the Committee. The Committee shall meet with the User Agency. At the request of the User Agency or at the discretion of the Committee, a feasibility study shall be conducted. Prior to the commencement of a feasibility study, the feasibility study funding shall be reviewed and approved by the town's capital planning process. The Project Committee and the User Agency shall review the completed feasibility study. Upon review, the Project Committee and the User Agency shall each indicate on a separate, signed copy whether they will accept, amend or reject the feasibility study. These provisions do not preclude the User Agency from conducting independent studies relating to its functions.

2.7.2.10 If a feasilbility study approved by the Project Committee and the User Agency shows that a proposed construction project is necessary, the Project Committee shall conduct a final design. Prior to the commencement of the final design, the final design scope of work and its funding shall be reviewed and approved by the capital planning process. Prior to approval of a final design and contract documents by the Project Committee, a draft version shall be reviewed by the Project Committee and the User Agency. The final design and contract documents shall not be considered approved until the Project Committee and the User Agency acknowledge their approval in writing.

2.7.2.11 A description of the estimated total project cost shall be prepared for all feasibility studies and final designs.

2.7.2.12 Whenever project funding approval is sought from the town meeting, the Project Committee and the User Agency shall provide a detailed report to the town meeting that includes an explanation of the project need, scope of work, schedule and costs.

2.7.2.13 The Committee shall employ project managers and clerk-of-the-works for each project as it deems necessary.

2.7.2.14 The Town Clerk shall maintain a register of Committee members, and of architects, engineers, contractors, accountants, and attorneys that are willing to serve on the Committee. The Town Clerk shall maintain said register in such form as the Town Clerk, in consultation with the Board of Selectmen, may determine and such register may be purged from time to time of such information as the

Town Clerk determines to be obsolete and of no further value.

2.7.2.15 Except as the laws of the Commonwealth may otherwise require, the Chairperson of the Committee, or his or her designated representative, shall, upon the termination of the Project Committee: (1) provide the User Agency and the Town's Municipal Building Maintenance Board with a complete and final set of drawings and specifications of the finish structure as built, all other contract documents and shall relinquish to the User Agency and said Board all papers guaranteeing the building or any feature thereof, materials used therein, or work done thereon, and (2) relinquish the remaining papers of the Project Committee to the Town Librarian for the purpose of maintaining detailed records, including any inventory indicating what papers, materials and records were deposited with the Municipal Building Maintenance Board. Subject to the approval of the Town Clerk and the requirements of M.G.L. Chapter 66, the Town Librarian may destroy that portion of the material relinquished to the Library determined to have no substantial value, the balance of such material being deposited in the Public Administration Collection.

2.7.2.16 Existing Town projects and building committees shall continue, and are subject to oversight by the Committee. The word oversight used herein means to watch over; and when necessary, direct.

Mr. George Kent, Vice Chairman, presented this proposal on behalf of the Town Building Study Committee, with a slide presentation.

A motion to amend was offered by Mr. Gerald R. Browne under Section 2.7.2.8 to strike the words "full" and "and" in the fifth line, insert a coma after the words "voting rights", add "not" after the word "shall" and add "but" in place of the word "and", and add "other" before "deliberations".

Mr. Gerald A. Wasserman, member of the School Committee and the Town Building Study Committee, advised that the School Committee voted to support this article and he urged support of the proposal excluding Mr. Browne's amendment.

A motion to amend was offered by Mrs. Barbara K. Popper under Section 2.7.2.2 The Committee to add a seventh member as follows: "one person not necessarily with the above qualifications at large".

Mr. Daniel P. Matthews, Selectman, advised that the Board of Selectmen has followed the working of this committee and that while the porposal is quite long and detailed and there are some disagreements on language, the Board feels this proposal is a step in the right direction. The Board of Selectmen supports the amended motion.

A motion to refer the subject matter back to the Town Building Study Committee for further study was offered by Mr. Richard B. Weitzen.

At the suggestion of Mr. Thomas M. Alpert, the Moderator included under Mrs. Popper's motion to amend under Section 2.7.2.2 The Committee to include striking the words "at least" in the first sentence.

After a brief discussion, a motion to move the previous question was offered by Mr. Frederick Waldman. The motion was presented and carried by voice vote.

Mr. Weitzen's motion to refer was presented, but it failed to pass by voice vote.

Mrs. Popper' motion to amend Section 2.7.2.2 was presented and carried by voice vote.

Mr. Browne's motion to amend Section 2.7..2.8 was presented, but if failed to pass by voice vote.

Mr. Harkins motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town vote to amend Section 2.7.2 of the General By-Laws by deleting the current language in its entirety, and replacing it with the following:

2.7.2 Permanent Public Building Committee

There shall be a Permanent Public Building Committee (hereinafter "Committee") consisting of seven Needham residents responsible for the construction, reconstruction, alteration or enlargement of all buildings owned by the Town or constructed on land owned, leased or operated by the Town.

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Each member of the Committee shall be a registered voter of the Town of Needham. No Committee member shall be a paid employee of the Town, or serve as an elected official, or appointed or elected member of another standing Town board, committee or commission, except town meeting.

2.7.2.2 The Committee

The Committee shall include:

- one commercial general contractor,
- one architect;
- two engineers *(from two of the following disciplines: structural, civil, mechanical or electrical engineering),*
- one certified public accountant *(or an accountant experienced in construction),* and one attorney-at-law
- one person not necessarily with the above qualifications at large

If an individual with the necessary expertise is not available for appointment to the Committee, the Appointing Authority may appoint an individual with engineering or construction experience.

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2.7.2.3 Definitions

For the purpose of this Section 2.7.2 the following words shall have the following meanings:

a. architect: a person with educational training and experience in the field of architecture, and a professional registration.

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c. clerk-of-the-works: an individual responsible for day-to-day inspection of a project. He or she shall prepare and maintain detailed daily records of a project's progress and shall report to the project manager.

d. commercial general contractor: a person with the educational training and experience in general construction of a commercial nature, and a commercial general contractor's license, or at least ten years of experience as a commercial general contractor.

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k. project: a project is a proposed construction, reconstruction, alteration or enlargement of any building owned by the Town or constructed on land owned, leased or operated by the Town.

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n. total project cost: the combination of the direct and indirect construction costs.

o. User Agency: an elected or appointed board, committee or commission, including the Board of Selectmen, School Committee, Library Trustees, Park and Recreation Commission, Memorial Park Trustees, Conservation Commission, or other board, committee or commission having responsibility for a building.

2.7.2.4 The Committee is responsible for projects having a total project cost of $100,000 or more. The Committee shall serve as the Awarding Authority for all projects under its jurisdiction. The Committee may defer its jurisdiction to a User Agency in the instance where the project includes little or no actual building construction.

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2.7.2.6 The Committee shall invite to its meetings representatives from the Board of Health, the Commission on Disabilities, and any health and safety committee or other advisory committee for the project appointed by the relevant User Agency.

2.7.2.7 The Committee shall conduct feasibility studies and final

designs, oversee the construction of projects and subject to appropriation, procure designer and consultant services as it deems necessary or as required by law. The relevant User Agency shall determine the functional need and utility of a project.

2.7.2.8 Before the commencement of a feasibility study and before any hiring for a project, the relevant User Agency shall designate two people to serve on the Project Committee as its representatives. The User Agency may replace its representatives as it deems necessary. The User Agency representatives shall have full voting rights and shall have full participation in all the Project Committee's deliberations and actions.

2.7.2.9 Any User Agency seeking to construct, reconstruct, alter or enlarge a building under its jurisdiction shall file a project application with the Committee. The Committee shall meet with the User Agency. At the request of the User Agency or at the discretion of the Committee, a feasibility study shall be conducted. Prior to the commencement of a feasibility study, the feasibility study funding shall be reviewed and approved by the town's capital planning process. The Project Committee and the User Agency shall review the completed feasibility study. Upon review, the Project Committee and the User Agency shall each indicate on a separate, signed copy whether they will accept, amend or reject the feasibility study. These provisions do not preclude the User Agency from conducting independent studies relating to its functions.

2.7.2.10 If a feasilbility study approved by the Project Committee and the User Agency shows that a proposed construction project is necessary, the Project Committee shall conduct a final design. Prior to the commencement of the final design, the final design scope of work and its funding shall be reviewed and approved by the capital planning process. Prior to approval of a final design and contract documents by the Project Committee, a draft version shall be reviewed by the Project Committee and the User Agency. The final design and contract documents shall not be considered approved until the Project Committee and the User Agency acknowledge their approval in writing.

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2.7.2.15 Except as the laws of the Commonwealth may otherwise require, the Chairperson of the Committee, or his or her designated representative, shall, upon the termination of the Project Committee: (1) provide the User Agency and the Town's Municipal Building Maintenance Board with a complete and final set of drawings and specifications of the finish structure as built, all other contract documents and shall relinquish to the User Agency and said Board all papers guaranteeing the building or any feature thereof, materials used therein, or work done thereon, and (2) relinquish the remaining papers of the Project Committee to the Town Librarian for the purpose of maintaining detailed records, including any inventory indicating what papers, materials and records were deposited with the Municipal Building Maintenance Board. Subject to the approval of the Town Clerk and the requirements of M.G.L. Chapter 66, the Town Librarian may destroy that portion of the material relinquished to the Library determined to have no substantial value, the balance of such material being deposited in the Public Administration Collection.

2.7.2.16 Existing Town projects and building committees shall continue, and are subject to oversight by the Committee. The word oversight used herein means to watch over; and when necessary, direct.

ARTICLE 1: APPROPRIATE FOR HIGH SCHOOL ADA ALTERATIONS

To see if the Town will vote to raise and appropriate the sum of $380,000 for improvements and alterations necessary to improve and upgrade the handicapped accessibility at the Needham High School; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to $380,000 for a period up to 5 years under MGL Chapter 44, s. 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $380,000 for improvements and alterations necessary to improve and upgrade the handicapped accessibility at the Needham High School; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to $380,000 for a period up to 5 years under MGL Chapter 44, s. 7.

A motion to amend was offered by Mr. Karl H. Clauset, Jr. to strike the words "improvements and alterations" and insert in place thereof the words "remodeling and reconstructing".

Unanimous consent was given to allow Mr. William Sullivan, School Business Director and non-resident, to address Town Meeting.

Mr. Karl H. Clauset, Jr., Chairman, addressed this proposal on behalf of the School Committee. He explained that the requirements for ADA alterations have changed and must be addressed. The School Committee would like the work at the High School to be done under the direction of Mr. Mark LaFleur, Director of Buildings and Grounds.

Mr. James Healy, Chairman, advised that the Finance Committee voted to recommend adoption of this proposal.

Mr. Daniel P. Matthews, Selectman, advised that this project must go forward and this proposal is simply the authorization for bonding.

After a brief discussion, a motion to move the previous question was offered by Mr. Robert A. Downs. The motion was presented and carried by voice vote.

Mr. Clauset's motion to amend was presented and carried

by voice vote.

ACTION: The main motion, as amended, was presented, but the Moderator was in doubt as to the voice vote. The following Town Meeting Members were sworn in as tellers: Meredith P. Page, Harriett D. Tippett, Gregory John Shesko, John W. Leboureau, Jonathan M. Davis, and LeRoy J. Nutile. The motion, which requires a two-thirds vote, was again presented and carried by a count of hands. The hand count was Yes - 182, No - 4.

VOTED: That the Town vote to raise and appropriate the sum of $380,000 for remodeling and reconstructing necessary to improve and upgrade the handicapped accessibility at the Needham High School; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to $380,000 for a period up to 5 years under MGL Chapter 44, s. 7.

ARTICLE 2: APPROPRIATE FOR NEWMAN SCHOOL RENOVATIONS

To see if the Town will raise and appropriate a sum of money for renovations to the Newman School; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum for a period up to 20 years under MGL Chapter 44, s. 7; or take any other action relative thereto.

MOVED: That the Town will raise and appropriate the sum of $5,500,000 for renovations to the Newman School; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum for a period up to 20 years under MGL Chapter 44, s. 7.

Unanimous consent was given toallow Patricia Ruane, Superintendent of Schools and non-resident, to address Town Meeting.

Mr. Karl H. Clauset, Jr., Chairman, addressed this proposal on behalf of the School Committee. He apologized to Town Meeting and the citizens of Needham for past problems with the Pollard School renovation and quaranteed aggressive oversight of future projects.

Mrs. Patricia Ruane, Superintendent of Schools, explained that the Needham Public School system is in the midst of a 20-year school renovation plan. Student enrollment has increased by 12.5% since 1990 and is projected to increase another 14% by the year 2000. She acknowledged the need to utilize spaces to accommodate new programs such as the Preschool Bridge program and Kindergarten After-school enrichment programs (KASE) and to create flexible space. Mrs. Ruane also advised that the 58% state reimbursement kicks in after a three to four-year period.

Also speaking in favor of this proposal were Mr. James R. Lamenzo, Chairman, Future School Needs Committee; Mr. David W. Kunhardt, Chairman, Newman Building Committee; Mr. Jeffrey Adams, President, Newman Health and Safety Committee; and Mr. John D. Marr, Jr. on behalf of the Board of Selectmen.

In response to an inquiry from Cynthia Conturie, Mr. Clauset advised that the Health and Safety Policy was dismissed because the Committee fashioned the heavy work at Newman to be done in the Summer.

In response to an inquiry from Mr. George Tarello, Mr. James Healy, Chairman, Finance Committee, advised that the method of funding will be a debt exclusion override which does not become a permanent addition to the tax base.

Mr. Healy concurred with Mr. Peckham's concern with this generic budgeting - a piece of this and a piece of that coming before Town Meeting. In response to Mr. Peckham's concern that Town Meeting should have a unified budget in the Spring. Mr. Healy indicated that there would be a handout at the Annual Town Meeting. Mrs. Sally B. Davis, Selectman, advised that there is a Capital Planning Budget printed in the Warrant and that the Newman project and the method of payment has been in the Capital Planning Budget for three years. The current debt expenditure is approximately 3%.

A motion to move the previous question was offered by Mr. Thomas M. Harkins. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion, which requires a two thirds vote, was presented and carried by a count of hands. The hand count was Yes - 165, No -8.

At this point, the Moderator expressed concern and dismay at the exodus of 25 to 30 Town Meeting Members who were being "derelict" in their duties, according to the Moderator for not remaining for the deliberation of the last of the four articles before this Special Town Meeting.

ARTICLE 4: CREATE A COMMITTEE TO STUDY THE TOWN'S ASSESSING FUNCTION

To see if the Town will create a study committee to examine the functions and staffing of the Assessor's Office, said committee to include five members, one each appointed by the Board of Assessors, Finance Committee, Personnel Board, Board of Selectmen, and Moderator; to report back to the next Annual Town Meeting; or take any other action relative thereto.

MOVED: That the Town vote to create a study committee to examine the functions and staffing of the Assessor's Office, said committee to include five members, one each appointed by the Board of Assessors, Finance Committee, Personnel Board, Board of Selectmen, and Moderator; to report back to the next Annual Town Meeting.

Mr. Paul Theodore Owens, Selectman, addressed this article on behalf of the Board of Selectmen. He advised that the Board of Assessors play a criticle role in the budget process - which is primarily the property taxes. The Town collects about $40 million annually ($30 million in residential taxes and $10 million in commercial taxes). Mr. Owens further stated that because of decisions made by the Board of Assessors, the Town had to pay back in abatements and interest approximately $1.6 million. The Assessors decide on an overlay percentage to save for abatements and this is done every year. A surplus occurs when the overlay is greater than the abatements. A deficit occurs when the abatements are greater than the overlay. Mr. Owens provided a slide presentation with several examples. In conclusion, Mr. Owens felt that it would

be wise for Town Meeting Member to create a study committee.

Mr. Richard W. Finnegan, Assessor, addressed this proposal on behalf of the Board of Assessors. He explained that since 1974, the Assessors are reviewed by the State Department of Revenue. Every third year the Town's assessments are reviewed. He explained that he had only recently learned that the primary purpose of placing this article on the Warrant is to place the position of Administrative Assessor under the Board of Selectmen. He stated that the Board of Assessors favors maintaining the existing organizational structure and, given the suddeness of this proposal, the Board of Assessors urge defeat of this article.

Mr. James Healy, Chairman, advised that the Finance Committee voted not to take a position on this article because the article is too vague and lacks direction. He further noted the following overlay deficits: FY1995 - $85,000., FY1996 - $550,000., FY1997 - $825,000., and FY1998 - $200,000. Those are monies that are no longer available and the Finance Committee would like to work with the Assessors to try to correct the deficit.

Mrs. Mary Jane Baker suggested that it might be appropriate to look at the whole picture and she advised that there will be a citizens' petition on the Annual Town Meeting Warrant to reconstitute the Town Government Review committee.

In response to an inquiry from Mr. Peckham, Mr. Finnegan stated that the Town is currently undergoing a 1997 revaluation. The last one occurred in 1994 and the State Department of Revenue found no cause for litigation. Mr. Finnegan showed a comparison of the percentage of abatements of other towns with industrial areas located within the Route 128 belt. Needham fell way below the average.

Mr. Owens stated that this is a complicated issue. The question is that when valuations were high, should they have beeen lowered. When lowered, should the tax rate have been raised to offset the difference? The real issue is that this is a complicated issue. Is this a systemic problem? This is not an issue of Town Government.

Mr. Owens suggested that there were two reasons for putting this issue before Town Meeting: 1) there would be a better system of balances if the Administrative Assessor was part of the Finance Department, and 2) there have been slip-ups.

Mr. Daniel P. Matthews, Selectmen, stated that this is simply a method of bringing these questions to Town Meeting. The Board of Selectmen is asking for a study. If this is only a matter of communications, then there will be better communications. He requested support of this article.

Mr. Richard W. Finnegan advised that he would like to respond to the suggestion that "foolish" mistakes had been made. There are two small groups of parcels - houses which are mostly residential and may have a little hairdresser business, and commercial property which may have a small residental apartment. Both of these were put in single categories.

A motion to move the previous question was offered by Mr. Eugene S. McMorrow. The motion was presented and carried by voice vote.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, and the Moderator was still in doubt. The motion was presented a third time and carried by a count of hands. The hand count was Yes - 100, No - 58.

At this point, Mr. John D. Marr, Jr., Selectmen, addressed Town Meeting citing the accomplishments and service to the Town of Sally B. Davis and David F. Eldridge, Jr., This is the last official Town Meeting they will be attending as Selectmen and Town Meeting Members.

At 11:50 P. M. The following Resolution was offered by the Board of Selectmen:

RESOLUTION

In Memory of Ralph E. Chambers Sr.

WHEREAS: Ralph E. Chambers, Sr. was born in Cranston, R.I., and resided in Needham for more than 50 years; and

WHEREAS: Ralph served the Town of Needham as a Town Meeting member from Precinct G for twenty-four years; and

WHEREAS: His service to the community included membership on the Needham Housing Authority, serving as Chairperson for seventeen years; as a member of the Council On Aging; and as a participant on many special Needham Park and Recreation Committees; and

WHEREAS: In addition to his involvement with Town government Mr. Chambers was a tennis professional and served as president of the New England Professional Tennis Association; was past president of the Needham Village Club; and past grand knight and district deputy of the Needham Knights of Columbus; and

WHEREAS: Mr. Chambers was also a Needham voting warden and a former Chairperson of the Fourth of July Committee; and

WHEREAS: Ralph E. Chambers, Sr. was an exemplary public servant and citizen of the Town of Needham worthy of emulation.

NOW, THEREFORE BE IT RESOLVED by this body that this Special Town Meeting be dissolved in honor of the many civic contributions of Ralph E. Chambers, Sr. to the Town of Needham.

ACTION: The Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, CMC,
Town Clerk

A true copy
ATTEST:

RECORD OF THE PRESIDENTIAL PRIMARY

Tuesday, March 5, 1996

Pursuant to a Warrant issued by the Selectmen February 13, 1996 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the fifth day of March in the year 1996 at seven o'clock in the forenoon. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Warrant and the Officer's Return were read by the Wardens of the Precincts.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium
Precinct B - Hillside School - Gymnasium
Precinct C - Newman School - Gymnasium
Precinct D - High Rock School (Rashi School) (Classroom)
Precinct E - Pollard Middle School - Room 226
Precinct F - Stephen Palmer Community Room
Precinct G - Broadmeadow School - Gymnasium
Precinct H - Broadmeadow School - Gymnasium
Precinct I- William Mitchell School - Gymnasium
Precinct J- William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

The ballot box returns in the Precincts were as follows:

PRECINCTS	A	B	C	D	E
7:00 A.M.	0	0	0	0	3
8:00 A.M.	28	41	25	31	52
9:00 A.M.	57	76	52	55	86
10:00 A.M	72	94	130	87	122
11:00 A.M.	86	111	171	96	142
12:00 NOON	106	129	194	111	168
1:00 P.M.	112	146	203	135	181
2:00 P.M.	120	167	254	155	200
3:00 P.M.	130	193	297	175	224
4:00 P.M.	156	212	318	195	262
5:00 P.M.	181	233	348	221	290
6:00 P.M.	202	276	388	257	335
7:00 P.M.	229	311	420	310	382
8:00 P.M.	259	348	477	339	425

PRECINCTS	F	G	H	I	J
7:00 A.M.	0	0	0	0	0
8:00 A.M.	56	37	37	32	56
9:00 A.M.	85	81	87	47	78
10:00 A.M.	120	105	142	72	108
11:00 A.M.	148	134	170	96	126
12:00 NOON	177	155	202	117	149
1:00 P.M.	193	173	222	143	182
2:00 P.M.	214	195	243	157	208
3:00 P.M.	233	215	264	180	228
4:00 P.M.	266	246	304	204	251
5:00 P.M.	302	280	333	245	275
6:00 P.M.	341	322	382	294	326
7:00 P.M.	396	364	423	341	361
8:00 P.M.	442	406	461	378	396

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 10;00 P.M., March 5 1996.

The total number of votes cast was as follows:

	Republican	Democrat	Libertarian	Total
Precinct A	172	88	0	260
Precinct B	268	80	0	348
Precincy C	371	107	0	478
Precinct D	255	84	0	339
Precinct E	345	80	0	425
Precinct F	316	126	0	442
Precinct G	309	97	0	406
Precinct H	333	129	0	462
Precinct I	268	109	1	378
Precinct J	305	93	0	398

(The absentee ballots are included in the Total Vote)
TOTAL VOTE CAST - 3,936
(22.27% of Registered Voters)

The result of the balloting was as follows:

	A	B	C	D	E	F	G	H	I	I	TOTAL
REPUBLICAN PARTY											
Total # of Votes Cast	172	268	371	255	345	316	309	333	268	305	2,942
PRESIDENTIAL PREFERENCE											
Richard G. Lugar	7	9	6	3	12	10	9	14	7	8	85
Morry Taylor	-	-	-	2	1	1	-	-	-	-	4
Phil Gramm	-	-	-	-	-	-	1	-	2	-	3
Patrick J. Buchanan	27	52	47	34	54	64	51	62	37	56	484
Bob Dole	86	124	247	154	214	183	188	181	166	175	1,718
Steve Forbes	30	47	36	28	33	31	26	37	21	30	319
Lamar Alexander	14	20	21	27	21	16	24	32	20	31	226
Alan Keyes	4	6	3	2	1	4	5	3	5	4	37
Robert K. Dornan	-	2	-	-	1	-	-	-	-	-	3
No Preference	1	4	3	-	4	2	1	1	6	-	22
Scattered Write-Ins	2	2	4	2	3	3	3	3	3	-	25
Blanks	1	2	4	3	1	2	1	-	1	1	16
STATE COMMITTEE MAN (Norfolk, Bristol & Middlesex District)											
Edward A. Dyer, Jr.	42	63	105	79	90	82	67	60	84	87	759
Paul R. Jacobsen	82	101	124	107	131	108	125	146	93	109	1,126
Scattered Write-Ins	1	-	4	-	1	2	-	2	-	2	12
Blanks	47	104	138	69	123	124	117	125	91	107	1,045
STATE COMMITTEE WOMAN (Norfolk, Bristol & Middlesex District)											
Susan R. Phillips	83	112	163	119	170	151	136	147	130	158	1,369
Elizabeth A. Poirier	43	58	63	59	58	48	58	62	42	44	535
Scattered Write-Ins	1	-	1	-	1	1	-	1	-	-	5
Blanks	45	98	144	77	116	116	115	123	96	103	1,033
REPUBLICAN TOWN COMMITTEE											
Paul McDonough 98 Lincoln Street	97	122	174	120	158	156	144	158	117	136	1,382
Mark McDonough 173 Fairfield Street	94	120	173	113	157	150	138	160	115	133	1,353
Gilbert W. Cox, Jr. 49 Colonial Road	104	146	227	156	196	187	177	188	148	182	1,711
Emily M. Salaun 101 Tower Avenue	95	122	189	120	155	153	142	152	119	151	1,398
Louise V. Condon 43 Oakland Avenue	111	156	218	161	218	205	188	209	170	189	1,825
Fred F. Mitchell 11 Falcon Street	89	115	175	118	156	148	137	150	131	134	1,353
Robert A. Downs 51 Virginia Road	93	128	188	122	157	155	144	147	121	149	1,404
Carol Johnson Boulris 203 Country Way	99	133	210	145	170	171	152	163	127	157	1,527

REPUBLICAN TOWN COMMITTEE (Continued)

	A	B	C	D	E	F	G	H	I	J	TOTAL
Richard S. Creem 12 Gary Road	103	124	182	115	158	154	143	150	120	141	1,390
Elizabeth B. Larsen 150 Tudor Road	96	130	188	127	161	157	145	167	125	148	1,444
Robert B. Hall, Jr. 204 Hillcrest Road	100	127	176	126	174	170	152	181	139	149	1,514
Jeffrey M. East 61 Tillotson Road	91	119	179	110	150	151	135	143	117	134	1,329
Kathleen D. Whitney 75 Kingsbury Street	92	122	174	116	154	157	140	162	119	138	1,374
Edward J. Reulbach 35 Longfellow Road	92	119	179	116	156	166	142	146	117	134	1,367
Alice L. Morrison 110 Country Way	95	121	189	140	166	157	143	156	125	142	1,434
David R. Nowell 15 Bancroft Street	92	116	172	112	146	145	133	142	116	125	1,299
Elizabeth A. Nowell 15 Bancroft Street	90	121	182	114	147	150	131	143	116	127	1,321
Daniel Socci 33 Pennsylvania Avenue	99	127	172	113	145	150	133	139	105	129	1,312
Patricia A.Baker 639 Central Avenue	97	129	179	114	148	146	135	140	112	124	1,324
Barbara J. Downs 51 Virginia Road	95	130	182	117	154	154	147	152	127	144	1.402
Bahi Reda 16 Surrey Lane	90	118	173	111	141	143	130	139	106	127	1,278
John D. Marr, Jr. 70 Greendale Avenue	101	137	205	134	179	172	158	174	140	157	1,557
Robert W. Cutts 70 Whitman Road	89	116	178	109	144	142	134	141	109	123	1,285
Gerald F. O'Keefe 18 Bradford Street	92	116	172	114	152	148	145	148	115	124	1,326
Betsy M. Tedoldi 68 High Street	106	143	206	135	178	177	160	172	131	156	1,564
David L. Gillmeister 88 South Street	95	128	184	121	159	155	135	154	121	132	1,384
Barbara E. Gillmeister 88 South Street	99	132	195	127	166	158	143	164	128	139	1,451
Michael M. Monahan 1360 Great Plain Avenue	97	118	176	118	152	154	143	147	120	134	1,359
Ford H. Peckham 26 Lawton Road	89	121	178	115	159	144	134	145	115	128	1,328
Raymond J. East, Jr. 34 Hazelton Avenue	92	116	171	109	142	147	129	139	119	127	1,291
Karen M. East 34 Hazelton Avenue	91	117	172	109	144	151	131	140	115	125	1,295
Eleanor Hand Reilly 11 Colby Street	90	118	172	112	147	152	137	144	115	122	1,309
Mark B. Terzano 51 Avon Circle	94	120	173	113	148	145	132	141	109	126	1,301
Robert H. Reilly 11 Colby Street	92	115	174	110	149	151	142	150	118	126	1,327
Michael L. Beard 594 Webster Street	102	120	179	117	147	147	136	142	125	142	1,357
Blanks	2,677	5,018	6,549	4,696	6,542	5,592	5,825	6,267	5,108	5,821	54,095

	A	B	C	D	E	F	G	H	I	J	TOTAL
DEMOCRATIC PARTY											
Total # of Votes Cast	88	80	107	84	80	126	97	129	109	93	993
PRESIDENTIAL PREFERENCE											
Bill Clinton	74	68	90	69	67	97	85	100	96	78	824
Lyndon H. LaRouche, Jr.	1	4	3	1	2	3	1	1	1	-	17
No Preference	8	4	11	6	9	16	4	11	11	8	88
Scattered Write-Ins	1	3	1	4	2	5	3	12	1	3	35
Blanks	4	1	2	4	-	5	4	5	-	4	29
STATE COMMITTEE MAN (Norfolk, Bristol & Middlesex District)											
Peter K. Brock	57	52	73	45	50	82	71	82	70	56	638
Scattered Write-Ins	1	1	-	-	-	-	1	2	-	1	6
Blanks	30	27	34	39	30	44	25	45	39	36	349
STATE COMMITTEE WOMAN (Norfolk, Bristol & Middlesex District)											
Victoria Anne Budson	61	57	68	51	50	81	71	80	72	59	650
Scattered Write-Ins	-	2	-	-	-	-	2	1	-	-	5
Blanks	27	21	39	33	30	45	24	48	37	34	338
DEMOCRATIC TOWN COMMITTEE											
Bernard J. Barrett 92 Wilshire Park	45	39	44	37	41	54	49	59	55	40	463
Therese E. Burke 14 Otis Street	49	43	50	40	44	62	58	64	59	44	513
William T. Burke 14 Otis Street	46	42	50	37	42	60	57	59	62	38	493
Jeannette Davis 270 Rosemary Street	42	44	46	34	42	53	51	58	56	41	467
Susan D. Fleming 22 Morton Street	46	44	49	38	49	67	57	62	64	45	521
Patricia A. Forte 80 Maple Street	43	39	46	37	43	54	48	58	56	39	463
Thomas M. Harkins 24 May Street	50	47	52	39	46	76	61	64	64	45	544
Lida Eisenstadt Harkins 14 Hancock Road	61	59	65	58	56	80	72	83	79	61	674
Margaret H. Hartnett 664 Greendale Avenue	40	39	43	32	40	54	50	60	54	38	450
Mary Ellen Herd 146 Warren Street	51	46	49	37	49	64	62	61	63	48	530
Cheryl Ann Jacques 41 Hancock Road	66	54	72	51	57	87	72	90	82	62	693
Eleanor M. Jacques 41 Hancock Road	47	46	50	63	43	65	55	66	61	46	512
Paul V. Kelly 15 Prospect Street	44	43	45	38	46	58	53	61	63	41	492

DEMOCRATIC TOWN COMMITTEE (Continued)

	A	B	C	D	E	F	G	H	I	J	TOTAL
David S. Kennedy 3 Plymouth Road	45	39	47	37	41	57	58	62	57	41	484
Carol S. Knapton 100 Lawton Road	41	40	46	35	48	57	48	57	57	40	469
David W. Kunhardt 59 Maple Street	42	41	52	41	42	56	50	60	56	44	484
Richard E. Leary 49 Rybury Hillway	44	40	46	32	40	56	51	61	59	40	469
Judith S. Lebow 73 Mackintosh Avenue	47	41	50	36	41	57	48	59	54	44	477
Edmund J. Mahoney, Jr. 1649 Great Plain Avenue	44	47	49	37	43	60	50	56	60	40	486
Daniel P. Matthews 31 Rosemary Street	56	52	54	47	48	67	60	70	69	54	577
Judith F. Solo 100 Damon Road	39	38	44	30	40	52	46	54	53	40	437
Jane B. Murphy 12 Mark Lee Road	42	41	45	35	45	63	52	62	61	42	488
Alan J. Pransky 100 Mayflower Road	48	42	50	37	41	57	50	61	56	41	483
Sheila G. Pransky 100 Mayflower Road	48	44	55	40	45	60	49	63	60	43	507
Peter F. Russell 72 Fair Oaks Park	44	40	43	37	44	63	56	62	55	38	482
Ellen T. Sherman 145 Meadowbrook Road	43	43	54	40	42	58	50	61	54	41	486
Henry John Smith 481 Chestnut Street	39	38	42	34	41	55	48	54	53	37	441
Rachel Spector 24 Lexington Avenue	49	44	54	44	47	58	52	62	57	47	514
Lynne D. Stern 117 Hoover Road	42	39	46	38	42	57	49	56	58	43	470
Joseph A. Thissell 234 Valley Road	44	40	44	35	43	56	51	83	57	43	496
Maura O. Walsh 49 Colby Street	42	46	45	40	48	59	53	59	66	45	503
Paul J. Ward 66 Hunting Road	44	41	44	32	40	55	47	55	56	39	453
Catherine C. Wong 31 Rosemary Street	47	40	47	34	40	55	56	57	58	41	475
Charles G. Wright 36 Maple Street	42	42	45	40	40	58	51	60	58	44	480
Walter A. Wright, III 121 Thornton Road	44	40	46	38	45	58	52	73	58	47	501
Blanks	1,474	1,297	2,035	1,610	1,256	2,302	1,523	2,323	1,725	1,733	17,278

	A	B	C	D	E	F	G	H	I	I	TOTAL
LIBERTARIAN PARTY											
Total # of Votes Cast	0	0	0	0	0	0	0	1	0	0	1
PRESIDENTIAL PREFERENCE											
Harry Browne	-	-	-	-	-	-	-	-	-	-	-
Rick Tompkins	-	-	-	-	-	-	-	-	-	-	-
Irwin Schiff	-	-	-	-	-	-	-	-	-	-	-
No Preference	-	-	-	-	-	-	-	-	-	-	-
Blanks	-	-	-	-	-	-	-	1	-	-	1
STATE COMMITTEE MAN (Norfolk, Bristol & Middlesex District)											
No Nomination											
Blanks	-	-	-	-	-	-	-	1	-	-	1
STATE COMMITTEE WOMAN (Norfolk, Bristol & Middlesex District)											
No Nomination											
Blanks	-	-	-	-	-	-	-	1	-	-	1
TOWN COMMITTEE (Norfolk, Bristol & Middlesex District)											
No Nomination											
Blanks	-	-	-	-	-	-	-	3	-	-	3

The ballots bast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at the entrance to the polling places and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned 10:00 P.M., March 5, 1996.

Theodora K. Eaton, CMC,
Town Clerk

ATTEST:

RECORD OF THE ANNUAL TOWN ELECTION

MONDAY, APRIL 8, 1996

Pursuant to a Warrant issued by the Selectmen February 27, 1996 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Monday, the eighth day of April in the year 1996 at forty-five minutes after six o'clock in the forenoon.

The meeting was called to order and the Warrant and the Officer's Return were read by the Warden of the Precincts, the reading of the articles in the Warrant being waived upon motion.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium
Precinct B - Hillside School - Gymnasium
Precinct C - Newman School - Gymnasium
Precinct D - High Rock School (Rashi School) (Gym)
Precinct E - Pollard Middle School - Room 226
Precinct F - Stephen Palmer Community Room
Precinct G - Broadmeadow School - Gymnasium
Precinct H - Broadmeadow School - Gymnasium
Precinct I- William Mitchell School - Gymnasium
Precinct J- William Mitchell School - Gymnasium

The polls were opened at forty-five minutes after six o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;
Two Selectmen for Three Years;
One Selectman for One Year;
One Assessor for Three Years;
Two Members of School Committee for Three Years;
One Trustee of Memorial Park for Three Years;
Three Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for Three Years;
One Member of Park & Recreation Commission for Three Years;
One Member of Park & Recreation Commission for One year;
Two Constables for Three Years;
Nine Town Meeting Members from Precinct A for Three Years;
Nine Town Meeting Members from Precinct B for Three Years;
One Town Meeting Member from Precinct B for One Year;
Nine Town Meeting Members from Precinct C for Three Years;
Nine Town Meeting Members from Precinct D for Three Years;
One Town Meeting Member from Precinct D for One Year;
Eight Town Meeting Members from Precinct E for Three Years;
Eight Town Meeting Members from Precinct F for Three Years;
Eight Town Meeting Members from Precinct G for Three Years;
One Town Meeting Member from Precinct G for One Year;
Eight Town Meeting Members from Precinct H for Three Years;
Eight Town Meeting Members from Precinct I for Three Years;
One Town Meeting Member from Precinct I for Two Years;
Two Town Meeting Members from Precinct I for One year;
Eight Town Meeting Members from Precinct J for Three Years;
One Town Meeting Member from Precinct J for One Year.

The ballot box returns in the Precincts were as follows:

PRECINCTS	A	B	C	D	E
7:00 A.M.	0	0	4	3	18
8:00 A.M.	28	47	35	59	63
9:00 A.M.	43	90	66	97	105
10:00 A.M	69	118	136	141	142
11:00 A.M.	107	150	192	173	173
12:00 NOON	140	213	249	219	227
1:00 P.M.	171	247	290	259	275
2:00 P.M.	231	291	323	313	310
3:00 P.M.	278	348	402	366	370
4:00 P.M.	342	395	462	422	438
5:00 P.M.	418	444	515	503	509
6:00 P.M.	486	527	590	587	621
7:00 P.M.	567	618	696	692	752
8:00 P.M.	651	707	774	800	875

PRECINCTS	F	G	H	I	J
7:00 A.M.	0	4	2	3	0
8:00 A.M.	76	38	47	50	36
9:00 A.M.	113	71	92	107	93
10:00 A.M.	160	92	135	129	111
11:00 A.M.	198	138	168	148	140
12:00 NOON	256	169	232	200	178
1:00 P.M.	307	215	266	257	224
2:00 P.M.	366	267	332	312	291
3:00 P.M.	424	310	396	366	332
4:00 P.M.	484	369	450	440	383
5:00 P.M.	589	450	550	547	457
6:00 P.M.	666	600	652	677	558
7:00 P.M.	804	740	775	789	677
8:00 P.M.	911	829	894	899	801

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9:40 P.M. April 8, 1996.

(The absentee ballots are included in the Total Vote)
TOTAL VOTE CAST: 8,147 - 46.68%

The result of the balloting was as follows:

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total Number of Votes Cast	651	707	775	800	875	914	829	895	900	801	8,147
MODERATOR (for one year)(Vote for One)											
Richard P. Melick	438	490	555	563	569	612	558	581	586	565	5,517
Scattered Write-Ins	6	5	2	5	6	4	6	4	3	5	46
Blanks	207	212	218	232	300	298	265	310	311	231	2,584
SELECTMAN (for three years)(Vote for Two)											
John D. Marr, Jr.	366	411	440	437	482	491	462	500	493	471	4,553
John H. Cogswell	389	445	509	508	530	573	512	528	551	500	5,.045
Scattered Write-ins	4	5	1	4	5	6	8	7	2	7	49
Blanks	543	553	600	651	733	758	676	755	754	624	6,647
SELECTMAN (for one year)(Vote for One)											
Richard S. Creem	225	257	198	174	241	275	197	266	215	252	2,300
Kathleen M. Lewis	114	140	129	177	131	164	167	154	156	143	1,475
William M. Powers	206	188	332	321	357	324	324	338	346	276	3,012
Scattered Write-Ins	3	2	1	-	2	1	-	2	1	3	15
Blanks	103	120	115	128	144	150	141	135	182	127	1,345
ASSESSOR (for three years)(Vote for One)											
Thomas H. Mulhern	390	432	484	487	478	532	506	521	496	487	4,813
Scattered Write-Ins	1	5	2	2	4	2	-	5	4	4	29
Blanks	260	270	289	311	393	380	323	369	400	310	3,305
SCHOOL COMMITTEE (for three years)(Vote for NOT MORE THAN TWO)											
Gerald A. Wasserman	304	364	392	385	434	472	407	406	415	403	3,982
Irwin Silverstein	284	284	235	253	258	287	220	287	275	289	2,672
Susan Welby	315	335	469	509	525	494	508	522	517	454	4,648
Scattered Write-Ins	2	3	3	1	5	3	-	4	-	3	24
Blanks	397	428	451	452	528	572	523	571	593	453	4,968
TRUSTEE OF MEMORIAL PARK (for three years)(Vote for ONE)											
John S. Gallello	346	355	357	365	395	412	363	365	366	371	3,695
John J. Romeo	167	198	219	254	274	312	339	323	319	262	2,667
Scattered Write-Ins	-	-	2	-	3	-	-	2	1	2	10
Blanks	138	154	197	181	203	190	127	205	214	166	1,775
TRUSTEE OF NEEDHAM PUBLIC LIBRARY (for three years)(Vote for NOT MORE THAN THREE)											
Thomas M. Harkins	351	418	488	459	512	582	531	505	534	490	4,870
Sally B. Powers	371	404	505	488	523	546	525	508	536	479	4,885
Lois Sockol	383	402	475	445	464	529	480	474	484	470	4,606
Scattered Write-Ins	1	3	3	2	2	-	1	5	2	4	23
Blanks	847	894	854	1006	1124	1085	950	1193	1144	960	10,057
BOARD OF HEALTH (for three years)(Vote for ONE)											
Edward V. Cosgrove	403	451	501	484	573	570	531	543	514	478	5,048
Serge J. Zdanovich	75	84	85	104	86	105	88	85	93	103	908
Scattered Write-Ins	1	3	-	1	1	-	-	2	-	1	9
Blanks	172	169	189	211	215	239	210	265	293	219	2,182
PLANNING BOARD (for five years)(Vote for ONE)											
Frank S. Gallello	396	436	465	480	512	541	512	503	501	490	4,836
Scattered Write-Ins	9	4	2	3	4	2	2	4	4	5	39
Blanks	246	267	308	317	359	371	315	388	395	306	3,272

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total Number of Votes Cast	651	707	775	800	875	914	829	895	900	801	8,147
NEEDHAM HOUSING AUTHORITY (for five years)(Vote for ONE)											
Paul E. McPartland	208	203	235	220	306	256	274	281	258	276	2,517
Sharon C. O'Brien	269	312	312	399	330	410	332	347	355	307	3,373
Scattered Write-Ins	2	2	2	-	2	1	-	1	1	1	12
Blanks	172	190	226	181	237	247	223	266	286	217	2,245
COMMISSIONER OF TRUST FUNDS (for three years)(Vote for ONE)											
Michael M. Monahan	353	407	462	465	474	504	494	477	465	460	4,561
Scattered Write-Ins	1	3	1	2	2	-	1	1	2	1	14
Blanks	297	297	312	333	399	410	334	417	433	340	3,572
PARK & RECREATION COMMISSION (for three years)(Vote for ONE)											
Philip V. Robey	383	431	494	501	551	571	553	551	543	515	5,093
Scattered Write-Ins	3	3	2	1	3	-	-	3	3	2	20
Blanks	265	273	279	298	321	343	276	341	354	284	3,034
PARK & RECREATION COMMISSION (for one year)(Vote for ONE)											
Richard B. Weitzen	355	400	443	455	473	499	516	489	486	464	4,580
Scattered Write-Ins	-	3	3	-	6	-	1	6	2	5	26
Blanks	296	304	329	345	396	415	312	400	412	332	3,541
CONSTABLE (for three years)(Vote for NOT MORE THAN TWO)											
Andrew G. Carson	253	319	304	319	336	367	345	343	333	331	3,250
Walter A. Wright, Jr.	280	284	306	352	357	373	317	387	345	336	3,337
Pamela D. McNealy	246	269	295	276	326	371	352	313	313	305	3,066
Scattered Write-Ins	1	2	-	1	3	-	2	1	1	2	13
Blanks	522	540	645	652	728	717	642	746	808	628	6,628
QUESTION #1 - General Override - Board of Health											
YES	281	318	395	359	445	466	412	413	408	397	3,894
NO	346	368	340	407	398	405	386	464	453	388	3,955
Blanks	24	21	40	34	32	43	31	18	39	16	298
QUESTION #2 - General Override - Council On Aging											
Yes	313	359	433	408	465	548	486	468	462	451	4,393
No	316	323	302	360	392	333	318	400	405	332	3,481
Blanks	22	25	40	32	18	33	25	27	33	18	273
QUESTION #3 - General Override - Fire Department											
Yes	306	347	394	385	451	507	465	434	454	396	4,139
No	325	332	330	381	392	357	330	439	407	386	3,679
Blanks	20	28	51	34	32	50	34	22	39	19	329
QUESTION #4 - General Override - Library											
Yes	388	474	552	542	641	680	620	624	632	539	5,692
No	243	225	200	239	220	217	198	262	248	252	2,304
Blanks	20	8	23	19	14	17	11	9	20	10	151

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total Number of Votes Cast	651	707	775	800	875	914	829	895	900	801	8,147
QUESTION #5 - General Override - Municipal Building Maintenance Department											
Yes	248	263	330	312	373	414	374	349	359	342	3,364
No	375	411	384	448	464	434	412	518	491	429	4,366
Blanks	28	33	61	40	38	66	43	28	50	30	417
QUESTION #6 - General Override - Park and Recreation											
Yes	281	331	403	379	455	499	485	431	432	402	4,098
No	347	351	321	385	396	368	321	449	431	385	3,755
Blanks	23	25	51	36	24	46	23	15	37	14	394
QUESTION #7 - General Override - Police Department											
Yes	290	317	382	347	410	484	428	408	422	395	3,883
No	340	368	349	419	430	383	372	464	438	384	3,947
Blanks	21	22	44	34	35	47	29	23	40	22	317
QUESTION #8 - General Override - Public Works Department											
Yes	250	275	332	298	357	434	378	347	360	328	3,359
No	374	397	385	456	477	418	414	516	494	442	4,373
Blanks	27	35	58	46	41	62	37	32	46	31	415
QUESTION #9 - General Override - School Department											
Yes	270	299	408	366	430	485	438	404	438	370	3,908
No	364	388	322	403	418	386	372	472	429	415	3.969
Blanks	17	20	45	31	27	43	19	19	33	16	270
QUESTION #10 - General Override - Youth Commission											
Yes	302	348	424	408	482	510	466	452	454	421	4,267
No	328	338	312	359	363	358	336	424	413	365	3,596
Blanks	21	21	39	33	30	46	27	19	33	15	284
QUESTION #11 - Capital Exclusion											
Yes	275	300	378	359	424	467	447	413	413	376	3,852
No	348	384	344	396	413	390	349	459	448	407	3,938
Blanks	28	23	53	45	38	57	33	23	39	18	357
QUESTION #12 - Debt Exclusion - Newman School											
Yes	256	292	408	379	426	436	433	391	389	346	3,756
No	373	395	323	392	418	436	369	475	469	432	4,082
Blanks	22	20	44	29	31	42	27	29	42	23	309

TOWN MEETING MEMBERS

* Not Elected

PRECINCT A (for three years) (Vote for NOT MORE THAN NINE)

Richard S. Creem	362	Dan P. Clemens	318
Irwin Silverstein	338	Ira A. Nagel	316
Jennifer Peck Fainberg	329	Elsie Robinson	313
Kathryn L. D'Addesio	328	Morton S. Parker	2
		Scattered Write-Ins	25

PRECINCT B (for three years) (Vote for NOT MORE THAN NINE)

Elizabeth Ann Mills	383	Frederick Waldman	337
Harriett D. Tippett	371	Robert D. Friedman	335
William L. Sweet	366	Write-Ins:	
Gerald A. Wasserman	361	George Baierlein	19
Susan M. Glazer	360	Steven M. Rosenstock	2
		Scattered Write-Ins	39

PRECINCT B (for one year) (Vote for ONE)

Write-Ins:			
George Baierlein (selected three-year term)	18	* Ronald E. Goodstein	2
John R. Moynihan	4	Scattered Write-Ins	21

PRECINCT C (for three years) (Vote for NOT MORE THAN NINE)

John W. Lebourveau	450	Russell S. Broad, Jr.	390
Laurence G. Eaton	411	Sheila G. Pransky	378
Sarah Ann Toran	411	Kurt H. Wulff	336
Lois Sockol	410	Write-Ins:	
Kathleen R. McIntoch	402	* Everett T. Hicks	2
Ron Sockol	399	* Daniel P. Messing	2
		Scattered Write-Ins:	10

PRECINCT D (for three years) (Vote for NOT MORE THAN NINE)

Sally B. Powers	433	Lois C. Bacon	360
Carol Johnson Boulris	420	Patricia A. Forte	353
William M. Powers	406	* Dori B. Mock	341
Christine H. Miara	384	Write-Ins	
Paul Killeen	379	* Robert B. Gillen	1
Jonathan M. Davis	367	* Dennis C. Maher	1
David W. Kunhardt	366	Scattered Write-Ins;	1

PRECINCT D (for three years) (Vote for ONE)

Ilene Hoffman	331	Write-Ins:	
* Jeffrey S. Seiden	176	* Joanne G. Maher	1

TOWN MEETING MEMBERS

PRECINCT E (for three years) (Vote for NOT MORE THAN EIGHT)

Jane A. Howard	455	Martin L. B. Walter	393
Carol A. Tracy	449	Ford H. Peckham	377
David Summergrad	447	Roy A. Cramer	364
Philip V. Robey	440	* Jeffrey A. Kleiman	330
Maryruth Perras	439	Scattered Write-Ins:	1

PRECINCT F (for three years) (Vote for NOT MORE THAN EIGHT)

Thomas M. Harkins	503	Gilbert W. Cox, Jr.	441
James Hugh Powers	470	John F. Milligan	432
Kathleen D. Whitney	456	David R. Cox	378
Ellen T. Sherman	455	John G. Bonvouloir	322
		* Michael L. Verdun	320

PRECINCT G (for three years) (Vote for NOT MORE THAN EIGHT)

Caroline D. Murray	479	Frank S. Gallello	381
Patricia B. Buckley	451	Thomas M. Hefferon	372
Kathleen J. O'Keeffe	449	* Karl P. Heinz	275
Jill E. Owens	425	Write-Ins;	
William R. Herd III	404	* John P. Dennis	10
Paul O'Connor	399	* John S. Gallello	2
		Scattered Write-Ins:	9

PRECINCT G (for one year) (Vote for ONE)

Michael J. Litchman	474

PRECINCT H (for three years) (Vote for NOT MORE THAN EIGHT)

Marjorie M. Margolis	468	Jean W. Hutchinson	409
Peter J. Meade	449	Robert Y. Larsen	394
Therese A. Buckley	447	Mark McDonough	359
David F. Devine	432	* Daniel J. Kumin	311
Edward B. Murphy	426	ScatteredWrite-Ins:	1

PRECINCT I (for three years) (Vote for NOT MORE THAN EIGHT)

Elizabeth A. Giles	496	David L. Tannozzini	9
Maureen T. McCaffrey	477	David C. Gerber	8
Susanne D. Hughes	475	Nicholas J. Day	5
Paul H. Attridge	452	* Roy A. Kelley	4
Write-Ins:		* Kathleen M.B. Findlen	3
William C. Ely	14	* Diane M. Ollerhead	3
		Scattered Write-Ins:	64

PRECINCT I (for two years) (Vote for ONE)

Write-Ins:		R. Damon Ollerhead	3
Joanne Aliber	3	Scattered Write-Ins:	48

TOWN MEETING MEMBERS

PRECINCT I (for one year) (Vote for NOT MORE THAN TWO)

Mary Lynn Hamlin	474	* Gabriel H. Teninbaum	392
		Scattered Write-Ins:	7

PRECINCT J (for one year) (Vote for NOT MORE THAN EIGHT)

Deborah A. Coyle	427	Wlliam J. Miles	347
George F. Skinner	408	Brian H. Hallahan	321
Betsy M. Tedoldi	406	Marianne B. Cooley	287
John F. Connell	398	Write-Ins:	
Jo-Ann Miles	398	* Wendy Pearlman	3
Bonnie Jean Tower	377	Scattered Write-Ins:	14

PRECINCT J (for one year) (Vote for ONE)

Write-Ins:			
Daniel R. Azrin	3	Charles R. Levin	3
Barbara J. Downs	3	Scattered Write-Ins	51

The ballots cast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at the entrance to the polling place and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 10:45 P.M., April 8, 1996.

Theodora K. Eaton, CMC/AAE,

Town Clerk

a true copy
ATTEST:

ELECTION #1
(To Break Tie Vote in Precinct A
for Write-In Candidates)

Tuesday, April 23, 1996
7:00 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct A was held on Tuesday evening, April 23, 1996 for the purpose of electing one of several write-in candidates receiving tie votes for the three-year term. A quorum was present; ballots were cast with the following results:

James L. Cook	1 Vote
Stephen Hamburger	2 Votes
Candida P. Monteith	5 Votes
Arthur S. Robbins	3 Votes
Doris O. Waldstein	2 Votes
Alice E. Vogel	1 Vote

Theodora K. Eaton,CMC/AAE,
Town Clerk

Attest:

ELECTION #2
(To Break Tie Vote in Precinct A
for Write-In Candidates)

Tuesday, April 23, 1996
7:00 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct A was held on Tuesday evening, April 23, 1996 for the purpose of electing one of several write-in candidates receiving tie votes to fill a vacancy due to the resignation of Carolyn M. Spiros until the next Annual Town Election. A quorum was present; ballots were cast with the following results:

Stephen Hamburger	2 Votes
Bruce Monteith	2 Votes
Arthur S. Robbins	3 Votes
Robert G. Smith	1 Vote
Jodi Traub	1 Vote
Alice E. Vogel	1 Vote
Doris O. Waldstein	4 Votes

Theodora K. Eaton,CMC/AAE,
Town Clerk

Attest:

ELECTION #3
(To Break Tie Vote in Precinct A
for Write-In Candidates)

Tuesday, April 23, 1996
7:00 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct A was held on Tuesday evening, April 23, 1996 for the purpose of electing one of several write-in candidates receiving tie votes to fill a vacancy due to the resignation of John P. Bleakney until the next Annual Town Election. A quorum was present; ballots were cast with the following results:

James L. Cook	1 Vote
Stephen Hamburger	3 Votes
Bruce Monteith	6 Votes
Arthur S. Robbins	4 Votes

Theodora K. Eaton,CMC/AAE,
Town Clerk

Attest:

ELECTION #4
(To Break Tie Vote in Precinct B
for Write-In Candidates)

Tuesday, April 23, 1996
7:30 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct B was held on Tuesday evening, April 23, 1996 for the purpose of electing one of several write-in candidates receiving tie votes to fill a vacancy due to the resignation of John M. O'Hara until the next Annual Town Election. A quorum was present; ballots were cast with the following results:

Robert L. Cohen	3 Votes
Lorretta O. Grady	7 Votes
Jason L. Levy	4 Votes

Theodora K. Eaton,CMC/AAE,
Town Clerk

Attest:

ELECTION #5
(To Break Tie Vote in Precinct B
for Write-In Candidates)

Tuesday, April 23, 1996
7:30 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct B was held on Tuesday evening, April 23, 1996 for the purpose of electing one of several write-in candidates receiving tie

votes to fill a vacancy until the next Annual Town Election due to the appointment of Gerald A. Wasserman as Chairman of the School Committee which automatically places him on the list of Town Meeting Members At-Large. A quorum was present; ballots were cast with the following results:

Robert L. Cohen	3 Votes
Jason L. Levy	4 Votes

Theodora K. Eaton,CMC/AAE,
Town Clerk

Attest:

ELECTION #6
(To Break Tie Vote in Precinct C
for Write-In Candidates)

Tuesday, April 23, 1996
8:00 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct C was held on Tuesday evening, April 23, 1996 for the purpose of electing one of two write-in candidates receiving tie votes to fill a vacancy until the next Annual Town Election due to the election of John H. Cogswell as Selectman which automatically places him on the list of Town Meeting Members At-Large. A quorum was present; ballots were cast with the following results:

Everett E. Hicks	11 Votes
Daniel P. Messing	2 Votes

Theodora K. Eaton,CMC/AAE,
Town Clerk

Attest:

ELECTION #7
(To Break Tie Vote in Precinct D
for Write-In Candidates)

Tuesday, April 23, 1996
8:30 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct D was held on Tuesday evening, April 23, 1996 for the purpose of electing one of two write-in candidates receiving tie votes to fill a vacancy until the next Annual Town Election due to the appointment of Sally B. Powers as Chairman of the Trustees of Needham Public Library which automatically places her on the list of Town Meeting Members At-Large. A majority of those present cast ballots with the following results:

Robert B. Gillen	0 Votes
Dennic C. Maher	7 Votes

Theodora K. Eaton,CMC/AAE,
Town Clerk

Attest:

ELECTION #8
(To Break Tie Vote in Precinct I
for Write-In Candidates)

Tuesday, April 23, 1996
8:00 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct I was held on Tuesday evening, April 23, 1996 for the purpose of electing one of two write-in candidates receiving tie votes for the two-year term. A quorum was present; ballots were cast with the following results:

Joanne Aliber	9 Votes
R. Damon Ollerhead	4 Votes

Theodora K. Eaton,CMC/AAE,
Town Clerk

Attest:

ELECTION #9
(To Break Tie Vote in Precinct J
for Write-In Candidates)

Tuesday, April 23, 1996
8:30 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct J was held on Tuesday evening, April 23, 1996 for the purpose of electing one of several write-in candidates receiving tie votes for the one-year term. A quorum was present; ballots were cast with the following results:

Daniel R. Azrin	0 Votes
Barbara J. Downs	8 Votes
Charles R. Levin	7 Votes

Theodora K. Eaton,CMC/AAE,
Town Clerk

Attest:

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ANNUAL TOWN MEETING FOR THE TRANSACTION OF BUSINESS

May 6, 1996

Pursuant to a Warrant issued by the Selectmen February 27, 1996, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Monday, May 6, 1996, at 7:30 o"clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 256 voters, including 234 Town Meeting Members, were checked on the list as being present.

The John Eliot School 4th Grade Chorus, directed by Music Teacher Sandra Eddy, performed prior to the call to the meeting.

The meeting was called to order at 7:30 o'clock by the Moderator, Richard P. Melick. The colors were presented by Eagle Scout Michael Fitzgerald, Troop 10, and Gold Award Girl Scouts Carolyn Myers and Amana Hurst, while those present joined in singing "America The Beautiful" under the direction of the John Eliot School Chorus.

At the designation of Reverand Mark A. Fowler, President of the Needham Clergy Association, Dr. Reverend Mark A. Fowler, Pastor, Carter Memorial United Methodist Church, gave the invocation.

The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Town Meeting Members were sworn to the faithful performance of their duties by the Town Clerk.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are one Town Meeting Family with a common goal: the best interest of the community.

2. Rise to be recognized and address the chair; speak your name so that the Town Clerk can complete her records.

3. Disclosure required by one employed as an attorney by another who is interested in a matter; General By-Laws, Art. I, section 9.

4. Any speaker who addresses the merits of a matter shall not be permitted to place on the floor immediately following the speaker's remarks, a motion to move the previous question or a motion to limit debate; General By-Laws, Art. I, section 6.

5. If lengthy or complicated motions are not drafted and reviewed by the Moderator prior to being placed on the floor, then the speaker will yield the floor to another speaker while the drafting and formulations process is occurring. Short motions to amend and procedural motions need not be in writing.

6. Parlimentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elong or permit debate after a motion to move the previous question has been voted in the affirmative.

7. Limits of debate shall be enforced.

8. Questions asked for general information purposes unnecessary for the consideration of the matter on the floor shall be ruled out of order.

9. If a speaker either makes any reference whatsoever to the existence or presence of cameras within the hall or within the sole discretion of the Moderator it is believed that the remarks of the speaker are in any way affected by the existence of the cameras, then in either event the speaker will be ruled outof order and requested to immediately be seated.

10. After a motion to put the previous question has been voted, a member may rise to a point of information on ly to inquire (1) what the motion or motions are that are to be put pursuant to said vote, or (2) to ask as to the order in which motions are to be so put if there be more than one motion to be voted upon, and for no other purpose.

Unanimous consent was given to adopt the following limits of debate:

25 Minutes - Committee Chairmen, proponents, attorneys representing proponents; subject to extension at the discretion of the Moderator in cases of a building committee report or the like.

10 Minutes - Town Meeting members, non-town meeting members, visitors other than attorneys.

Changes in affirmative motions contrasted with articles were noted by the Moderator.

The Moderator announced that the proponents of Articles 35, 36, 37, 39, 52, and 55 requested unanimous consent to withdraw these articles. Mr. Paul Theodore Owens, Chairman, Board of Selectmen, explained that these articles were withdrawn because the articles must be submitted in February for printing and several of the override ballot questions relating to these articles were defeated at the Annual Town Election. Town Meeting Members indicated that there were no objections to the withdrawal of Articles 35, 36, 37, 39, 52, and 55. It was voted unanimously to withdraw Articles 35, 36, 37, 39, 52, and 55.

The Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 14. No Town Meeting Member responded with "question" or "debate" to the following articles: 15, 20, 24, 25, 26, 27, 65, 66, 67, 69, 70, 71, and

72.

The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. The Moderator stated that the Town Counsel had filed copies of an affirmative motion for each article with the Town Clerk on April 23, 1996, and that the motions had been available for public scrutiny since that date. It was moved that all affirmative motions for the above-mentioned articles be adopted by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 15: STREET ACCEPTANCE

To see if the Town will vote to accept the following street or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk including the taking or acceptance of easements as shown on said plans:

Frank Street from Horace Street to William Street, a distance of approximately 445 feet.

or take any other action relative thereto.

MOVED: That the Town vote to accept the following street or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk including the taking or acceptance of easements as shown on said plans:

Frank Street from Horace Street to William Street, a distance of approximately 445 feet.

ACTION: So voted by unanimous vote.

ARTICLE 20: APPROPRIATE FOR HAZARDOUS WASTE COLLECTION DAY

To see if the Town will vote to raise and appropriate $5,000 for the purpose of conducting a hazardous waste collection day; said sum to be under the direction of the Board of Selectmen; said sum shall be raised from the tax levy; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate $5,000 for the purpose of conducting a hazardous waste collection day; said sum to be under the direction of the Board of Selectmen; said sum shall be raised from the tax levy.

ACTION: So voted by unanimous vote.

ARTICLE 24: CONTINUE REVOLVING FUND - SCHOOL BUSING

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ of the General Laws for the revenues from the School Department Fee-Based Busing Program; to authorize the School Committee through the Superintendent to expend money from such fund in the amount of $95,000 in fiscal year 1997; or take any other action relative thereto.

Summary of MGL Chapter 44, Section 53E: A revolving fund established under the provisions of G.L. Chapter 44, Section 53E must be authorized annually by vote of the Town Meeting. The Town Meeting may authorize the use of one or more revolving funds by one or more municipal agencies, boards, departments or offices which fund shall be accounted for separately from all other monies in the Town. The fund shall be credited only the departmental receipts received in connection with the programs supported by such revolving fund and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½.

The annual Town Meeting authorization for each revolving fund shall specify:

(1) the programs and purposes for which the revolving fund may be expended;

(2) the departmental receipts which shall be credited to the revolving fund;

(3) the board, department or officer authorized to expend from such fund; and

(4) a limit on the amount which may be expended from such fund in the ensuing year.

In any fiscal year the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to MGL. Chapter 59, section 23.

Said agency, board, department or office shall report annually to the Town Meeting or Board of Selectmen as provided by Section 53E ½.

At the close of a fiscal year in which a revolving fund is not reauthorized for the following year or in which the Town changes the purpose for which money may be spent the following year, the balance shall revert to surplus revenue unless the Annual Town Meeting votes to transfer such balance to another revolving fund.

MOVED: That the Town vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ of the General Laws for the revenues from the School Department Fee-Based Busing Program; to authorize the School Committee through the Superintendent to expend money from such fund in the amount of $95,000 in fiscal year 1997.

ACTION: So voted by unanimous vote.

ARTICLE 25: CONTINUE REVOLVING FUND -MEMORIAL PARK

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ of the General Laws for the revenues from Memorial Park food concessions; such funds to be used for improvements to the Memorial Park; to authorize the Memorial Park Trustees to expend money from such fund in fiscal year 1997 in the amount of $4,100; or take any other action relative thereto.

Summary of M.G.L. Chapter 44, Section 53E ½: See summary for Article 24.

MOVED: That the Town vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ of the General Laws for the revenues from Memorial Park food concessions; such funds to be used for improvements to the Memorial Park; to authorize the Memorial Park Trustees to expend money from such fund in fiscal year 1997 in the amount of $4,100.

ACTION: So voted by unanimous vote.

ARTICLE 26: CONTINUE REVOLVING FUND - LOCAL TRANSPORTATION

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ of the General Laws for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program; to authorize the Board of Selectmen through the Town Administrator to expend money from such fund in fiscal year 1997 in the amount of $40,000; or take any other action relative thereto.

Summary of M.G.L. Chapter 44, Section 53E ½: See summary for Article 24.

MOVED: That the Town vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ of the General Laws for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program; to authorize the Board of Selectmen through the Town Administrator to expend money from such fund in fiscal year 1997 in the amount of $40,000.

ACTION: So voted by unanimous vote.

ARTICLE 27: CONTINUE REVOLVING FUND: YARD WASTE PROCESSING PROGRAM

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 179 of the Acts of 1993 for the revenues from the Yard Waste Processing Program; to authorize the Board of Selectmen through the Director of Public Works to expend money from such fund in fiscal year 1997 in the amount of $75,000; or take any action relative thereto.

Summary of Chapter 179 of the Acts of 1993: This law authorizes the creation of an intergovernmental revolving fund by a town that is the lead community in the operation of a multi-community yard waste processing or recycling program. For a lead community to create the fund, its board of selectmen must vote to authorize it, must establish a limit on the total amount which may be spent from the fund for the first fiscal year and must designate the department responsible for operating the yard waste processing or recycling program. For future fiscal years the local appropriating body will set the annual spending limit and designate the responsible department. The spending limit may be increased during the course of any fiscal year with the approval of the board of selectmen.

Participating communities will appropriate funds for the purposes of the yard waste processing or recycling program and will pay them over to the treasurer of the lead community. Any other receipts generated in connection with the program will also be credited to the fund. Monies in the fund may be spent without appropriation for the operation of the program, but no expenditures may be made or obligations incurred in excess of the actual monies received and credited to the fund, nor of the approved spending limit for the year. The balance in the fund at the end of the fiscal year will carry forward into the next year. An annual report on the operation of the fund is to be prepared by the accounting officer, reviewed by the board of selectmen, and forwarded to the Bureau of Accounts.

MOVED: That the Town vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 179 of the Acts of 1993 for the revenues from the Yard Waste Processing Program; to authorize the Board of Selectmen through the Director of Public Works to expend money from such fund in fiscal year 1997 in the amount of $75,000.

ACTION: So voted by unanimous vote.

ARTICLE 65: AMEND GENERAL BY-LAW, SECTION 3.1.14

To see if the Town will amend its General By-laws by deleting Section 3.1.14 in its entirety and replacing it with the following:

"Water emergencies; violations

The Board of Selectmen, or its designee, shall hereby be authorized to declare water emergencies from time to time as authorized by MGL C. 21G., ss 15, 16 and 17. The purpose of such a declaration is to minimize and conserve water. During such an emergency the following uses of water from the Town's public water system shall be prohibited: all outside external use of water; watering lawns, gardens and shrubbery and other landscape; vehicular washing. Violations of a water emergency shall be fined by the Water & Sewer Division or its designee as follows:

1. Fifty dollars ($50) for the first offense.
2. One-hundred dollars ($100) for the second offense.
3. One-hundred dollars ($100) for each additional offense.

This section only pertains to residences, commercial property and industry served by the Town's water system.

3.1.15 Fines.

Whoever violates the provisions of sub-sections 3.1.1 through 3.1.14 shall be punished by a fine not exceeding fifty dollars ($50) for each offense, unless otherwise provided.

And by adding a new section 'S' to 9.2.2.3 as follows:

"Water Emergencies; Violations (subsection 3.1.14)

Enforcement Agent: Any DPW Supervisor

Fine Schedule:
$50 First offense
$100 Second offense
$100 for each additional offense";

or take any other action relative thereto.

MOVED: That the Town vote to amend its General By-laws by

deleting Section 3.1.14 in its entirety and by inserting new sections 3.1.14 and 3.1.15 as follows:

3.1.14 Water emergencies; violations

The Board of Selectmen, or its designee, shall hereby be authorized to declare water emergencies from time to time as authorized by MGL C. 21G., ss 15, 16 and 17. The purpose of such a declaration is to minimize and conserve water. During such an emergency the following uses of water from the Town's public water system shall be prohibited: all outside external use of water; watering lawns, gardens and shrubbery and other landscape; vehicular washing. Violations of a water emergency shall be fined by the Water & Sewer Division or its designee as follows:

1. Fifty dollars ($50) for the first offense.
2. One-hundred dollars ($100) for the second offense.
3. One-hundred dollars ($100) for each additional offense.

This section only pertains to residences, commercial property and industry served by the Town's water system.

3.1.15 Fines.

Whoever violates the provisions of sub-sections 3.1.1 through 3.1.14 shall be punished by a fine not exceeding fifty dollars ($50) for each offense, unless otherwise provided.

And by adding a new section 'S' to 9.2.2.3 as follows:

9.2.2.3 S Water Emergencies; Violations (subsection 3.1.14)

Enforcement Agent: Any DPW Supervisor

Fine Schedule:
$50 First offense
$100 Second offense
$100 for each additional offense".

ACTION: So voted by unanimous vote.

ARTICLE 66: AMEND GENERAL BY-LAW, SECTION 4.3. (FEE , REGISTRATION APPLICABLE TO FLAMMABLES)

To see if the Town will vote to amend Section 4.3.2 of the General By-Laws by deleting Sections 4.3.2 and 4.3.3 in their entirety and replacing them with new paragraphs as follows:

4.3.2 Licenses for the Storage of Flammables issued by the Board of Selectmen

Class A: (all types)

166	-	40,000 gallons	$50.00
40,001	-	80,000 gallons	200.00
80,001	-	100,000 gallons	300.00
100,001	-	500,000 gallons	400.00
500,001	-	1,000,000 gallons	500.00
over 1,000,000 gallons			800.00

Class B Fuel: (all types)

501	-	20,000 gallons	50.00
20,001	-	40,000 gallons	100.00
40,001	-	80,000 gallons	200.00
80,001	-	100,000 gallons	300.00
100,001	-	500,000 gallons	400.00
500,001	-	1,000,000 gallons	500.00
over 1,000,000 gallons			800.00

Class C Fluids: (all types)

1,001	-	20,000 gallons	50.00
20,001	-	40,000 gallons	100.00
40,001	-	80,000 gallons	200.00
80,001	-	100,000 gallons	300.00
100,001	-	500,000 gallons	400.00
500,001	-	1,000,000 gallons	500.00
over 1,000,000 gallons			800.00

Flammable Solids 101 lbs and up 50.00

Flammable Gases (within a building)
3,001 cubic ft. and up 50.00

Flammable Gases (outside a building)
10,001 cubic ft. and up 50.00

Liquid Petroleum Gases

271	-	1,000 gallons	50.00
over	-	1,001 gallons	100.00

Automobiles:

The parking of four or more vehicles in a structure - two dollars ($2.00) per vehicle, and not less than fifty dollars ($50.00).

Advertising costs for a hearing by the Board of Selectmen for the issuance of a license for the storage of flammables shall be paid by the applicant.

The annual fees shall include the cost of the initial registration with the Town Clerk. The fee for each annual renewal registration with the Town Clerk shall be the amount herein specified for the original license as set forth above.;

or take any other action relative thereto.

MOVED: That the Town vote to amend Section 4.3.2 of the General By-Laws by deleting Sections 4.3.2 and 4.3.3 in their entirety and replacing them with new paragraphs as follows:

4.3.2 Licenses for the Storage of Flammables issued by the Board of Selectmen

Class A: (all types)

166	-	40,000 gallons	$50.00
40,001	-	80,000 gallons	200.00
80,001	-	100,000 gallons	300.00
100,001	-	500,000 gallons	400.00
500,001	-	1,000,000 gallons	500.00
over 1,000,000 gallons			800.00

Class B Fuel: (all types)

501	-	20,000 gallons	50.00
20,001	-	40,000 gallons	100.00
40,001	-	80,000 gallons	200.00
80,001	-	100,000 gallons	300.00
100,001	-	500,000 gallons	400.00
500,001	-	1,000,000 gallons	500.00
over 1,000,000 gallons			800.00

Class C Fluids: (all types)

1,001	-	20,000 gallons	50.00
20,001	-	40,000 gallons	100.00
40,001	-	80,000 gallons	200.00
80,001	-	100,000 gallons	300.00
100,001	-	500,000 gallons	400.00
500,001	-	1,000,000 gallons	500.00
over 1,000,000 gallons			800.00

Flammable Solids 101 lbs and up 50.00

Flammable Gases (within a building)
3,001 cubic ft. and up 50.00

Flammable Gases (outside a building)
10,001 cubic ft. and up 50.00

Liquid Petroleum Gases

271	-	1,000 gallons	50.00
over	-	1,001 gallons	100.00

Automobiles:

The parking of four or more vehicles in a structure - two dollars ($2.00) per vehicle, and not less than fifty dollars ($50.00).

Advertising costs for a hearing by the Board of Selectmen for the issuance of a license for the storage of flammables shall be paid by the applicant.

The annual fees shall include the cost of the initial registration with the Town Clerk. The fee for each annual renewal registration with the Town Clerk shall be the amount herein specified for the original license as set forth above.

ACTION: So voted by unanimous vote.

ARTICLE 67: CONTINUE COMMUNITY CENTER STUDY COMMITTEE

To see if the Town will vote to continue the Community Center Study Committee established by vote of the 1994 Annual Town Meeting under Article 59, to direct and authorize said Committee to study the options for providing a community facility that may meet the current and future needs for youth, recreation, cultural and senior programs; said Committee shall report back to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town vote to continue the Community Center Study Committee established by vote of the 1994 Annual Town Meeting under Article 59, to direct and authorize said Committee to study the options for providing a community facility that may meet the current and future needs for youth, recreation, cultural and senior programs; said Committee shall report back to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

ARTICLE 69: CONTINUE PARKING FACILITIES STUDY COMMITTEE

To see if the Town will vote to continue the Parking Facilities Study Committee initially established by vote of the Town under Article 4 of the Special Town Meeting in May 1986 and amended under Article 61 of the 1994 Annual Town Meeting; direct and authorize said Committee to study the parking needs and problems of the community; and report its recommendations to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town vote to continue the Parking Facilities Study Committee initially established by vote of the Town under Article 4 of the Special Town Meeting in May 1986 and amended under Article 61 of the 1994 Annual Town Meeting; direct and authorize said Committee to study the parking needs and problems of the community; and report its recommendations to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

ARTICLE 70: CONTINUE SCHOOL SAFETY STUDY COMMITTEE

To see if the Town will vote to continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10; direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town vote to continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10; direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools; said Committee to report to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

ARTICLE 71: CONTINUE SOLID WASTE DISPOSAL/RECYCLING ADVISORY COMMITTEE

To see if the Town will vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and amended under Article 40 of the 1993 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and amended under Article 40 of the 1993 Annual Town Meeting, direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the next

Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

ARTICLE 72: CONTINUE COMMITTEE ON SCHOOL FINANCE

To see if the Town will vote to continue the committee studying school financing established by vote of the 1995 Annual Town Meeting under Article 59, to direct the committee to investigate the constitutional issues arising from the present use by the Commonwealth of the property tax to fund the operating costs of the public schools within the Town, and state mandates to the School Committee and Department; said study committee shall report back to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town vote to continue the committee studying school financing established by vote of the 1995 Annual Town Meeting under Article 59, to direct the committee to investigate the constitutional issues arising from the present use by the Commonwealth of the property tax to fund the operating costs of the public schools within the Town, and state mandates to the School Committee and Department; said study committee shall report back to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

At this time the Moderator proceeded with the remaining articles in the Warrant.

ARTICLE 14 : COMMITTEE/OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

MOVED: That the Town vote to hear and act on the reports of Town Officers and Committees.

John D. Genova, Chairman, Physical and Biological Sciences Study Committee, presented a report on the possibility of health risks from low exposure levels of electromagnetic fields (EMF) and electromagnetic radio waves (EMR). The committee concluded, based on their literature review, field measurements, and current standards, exposure to radio waves and electromagnetic fields in Needham does not pose a health threat to the inhabitants at this time. Mr. Genova recommended continued vigilence by the committee.

ACTION: The committee report was accepted and adopted unanimously.

ARTICLE 15 was unanimously adopted earlier this evening.

ARTICLE 16: FUND COLLECTIVE BARGAINING AGREEMENT - DPW / NAGE

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the DPW / NAGE; and to recommend to amend the necessary line items in the 1997 Operating Budget under Articles 21, 22 and 23 to fund same; or take any other action relative thereto.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the DPW/NAGE; and to recommend to amend the necessary line items in the 1997 Operating Busgets under Articles 21, 22 and 23 to fund same as follows:

A motion to postpone to a time certain, specifically to Monday May 13, 1996 to be the first order of business when all completed matters as may be on the floor are dispersed, was offered by Richard S. Creem, Chairman, Personnel Board.

The motion was presented and carried unanimously by voice vote.

ARTICLE 17 : AMEND CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule; or take any other action relative thereto.

NOTE: All revisions to the Classification and Standard Rates of Compensation Schedule will be provided to Town Meeting Members as soon as possible before May 6, 1996. Except as otherwise required by State Law, the classes of positions in paid appointive service in the Town, other than those in the service of the School Department, and the standard rates of compensation thereof, effective July 1, 1996, may be found in the Classification and Standard Rates of Compensation Schedule, as amended.

FISCAL YEAR 1997
SCHEDULE A
Effective July 1, 1996

Full-time, part-time and seasonal position classifications with corresponding compensation schedules

CLASS TITLE	GRADE/SCHEDULE
Activity Instructor	Schedule C
Administrative Assessor	M-2
Administrative Assistant	T-9
Administrative Coordinator	T-10
Administrative Specialist	T-10
Animal Control Officer	PB-1
Animal Inspector	Schedule C
Assistant Administrative Assessor	T-14
Assistant Cataloger	S-9
Assistant Children's Librarian	S-9
Assistant, Council on Aging	Schedule C
Assistant Director of Emergency Management	Schedule C
Assistant Director, Park and Recreation	T-13
Assistant Director of Public Library	S-15
Assistant Program Coordinator (PT)	Schedule C
Assistant Program Coordinator	S-10

Assistant Superintendent	S-14
Assistant Superintendent, Fire Alarm	FA-2
Assistant Town Clerk	T-10
Associate Director, Council on Aging	T-13
Building Custodian	T-7
Building Inspector, Substitute	Schedule C
Building Monitor	Schedule C
Canvasser	Schedule C
Caseworker	T-13
Cataloger	S-13
Chief Pumping Station Operator	W-7
Children's Librarian	S-13
Circulation Supervisor	S-10
Clerk	Schedule C
Code Enforcement Officer	Schedule C
Committee Secretary, Board of Appeals	Schedule C
Computer Operator	T-10
Computer Operator/Data Entry	T-9
Conservation Officer	Schedule C
Control Clerk	T-9
Council on Aging, Executive Director	M-1
Department Assistant 3	T-8
Department Assistant 2	T-7
Department Assistant 1	T-6
Department Specialist	T-9
Deputy Fire Chief	F-4
Deputy Fire Chief, Operations	F-4
Director, Managemen Information	M-3
Director of Emergency Management	Schedule C
Director of Municipal Building Maintenance	M-4
Director of Finance	M-4
Director of Parks & Recreation	M-2
Director of Public Health	M-2
Director of Public Library	M-2
Director of Public Works	M-5
Director of Youth Services	M-1
Director of Veteran's Services	M-1
Division Superintendent, Highway	M-2
Division Superintendent, Parks	M-2
Division Superintendent, Water & Sewer	M-3
Draftsman	S-9
Election Clerk	Schedule C
Election Inspector	Schedule C
Election Warden	Schedule C
Equipment Mechanic 1	W-6
Equipment Mechanic 2	W-7
Finance Committee, Executive Secretary	Schedule C
Fire Captain	F-3
Fire Chief	M-5
Firefighter	F-1
Fire Lieutenant	F-2
Garage and Equipment Supervisor	M-1
Heavy Motor Equipment Operator 1	W-5
Heavy Motor Equipment Operator 2	W-6
Inspector of Buildings	M-2
Inspector of Plumbing and Gas	S-14
Inspector of Wires	S-14
Junior Building Custodian	T-5
Junior Building Custodian (PT)	Schedule C
Laborer 1	W-1
Laborer 2	W-3
Laborer 3	W-4
Library Assistant 1	S-6
Library Assistant 1 (PT)	Schedule C
Library Assistant 2	S-7
Library Assistant 2 (PT)	Schedule C
Library Page	Schedule C
Lineman	FA-1
Local Building Inspector	S-14
Maintenance Worker/Custodian	S-10
Management Analyst	T-15
Master Mechanic	W-9
Nutritionist	T-14
Outreach Worker, Council on Aging	T-12
Parking Enforcement Attendant	S-6
Personal Computer Specialist	Schedule C
Personnel Director	M-2
Planning Director	M-2
Plumbing and Gas Inspector Substitute	Schedule C
Police Chief	M-5
Police Lieutenant	P-3
Police Matron	Schedule C
Police Officer	P-1
Police Sergeant	P-2
Program Coordinator (PT)	Schedule C
Program Coordinator	S-12
Program Manager	M-1
Programmer/Computer Operator	T-11
Public Health Nurse	T-15
Public Safety Dispatcher	S-10
Public Works Craftsworker 1	W-5
Public Works Craftsworker 2	W-6
Public Works Inspector	W-7
Public Works Specialist	W-6
Pumping Station Operator	W-6
Recording Secretary	Schedule C
Recreation Specialist 1 - 5	Schedule C
Reference Librarian	S-12
Reference Librarian (PT)	Schedule C
Reference Supervisor	S-14
Registrar of Voters	Schedule C
Sanitarian	T-15
Sealer of Weights of Measures	S-14
Seasonal Packers/Drivers	Schedule C
Senior Administrative Coordinator	T-11
Senior Building Custodian	T-10
Senior Draftsman	S-12
Senior Engineer	S-15
Senior Program Manager	M-3
Senior Systems Analyst	T-16
Student Draftsman and Rodman	Schedule C
Student Intern 1 - 4	Schedule C
Survey Party Chief	S-13
Systems Analyst	T-13
Temporary Laborer	Schedule C
Temporary Janitor	Schedule C
Town Comptroller	M-2
Town Counsel	Schedule C
Town Engineer	M-3
Town Treasurer and Tax Collector	M-2
Traffic Supervisor	Schedule C
Tree Climber	W-6
Weighmaster	W-4
Wiring Inspector Substitute	Schedule C
Working Foreman	W-8
Young Adult Librarian	S-12
Youth Center Worker 1 - 5	Schedule C
Youth Services Counselor	T-12

SCHEDULE A STIPENDS

(Additional compensation for specific assignments)

[1] Additional $100.00 per month when assigned to and performing the duties of Assistant Director of Public Works.

[2] Additional $100.00 per month when assigned to and performing the duties of Office Manager as designated by the Director of Public Works.

[3] Additional $1,200.00 per year when assigned to and performing the duties of Detective as designated by the Police Chief.

[4] Additional $40.00 per month when assigned to and performing the duties of Patrol Supervisor as designated by the Police Chief.

[5] Additional $50.00 per month when assigned to and performing the duties of a D.A.R.E. Coordinator as designated by the Police Chief.

[6] Said Director shall be the Superintendent of Public Works within the meaning of Section 20 to 30, inclusive of the Needham Special Home Rule Charter Act (Acts of 1971, c.403), and shall be appointed in the manner and shall exercise the powers and duties of such Superintendent, specified in said act.

[7] Additional $1,200.00 per year when assigned to and performing the duties of Principal Prosecuting Officer as designated by the Police Chief.

[8] Additional $100.00 per month when assigned to and performing the duties of Assistant Town Engineer as designated by Director of Public Works.

[9] Additional $100.00 per month when assigned to and performing the duties of Fire Inspector as designated by the Fire Chief.

[10] Additional $50.00 per month when assigned to and performing the duties of Community Service Officer as designated by the Police Chief.

[11] Additional $75.00 per month when assigned to and performing the duties of Deputy Tree Warden.

[12] Additional $600.00 per year when assigned to and performing the duties of Worker's Compensation Agent.

[13] Additional $1,500.00 per year when assigned to and performing the duties of Assistant Parking Clerk.

[14] May be designated confidential in accordance with M.G.L. Chapter 150E.

[15] Additional $1,200 when an employee other than the Finance Director is designated by the Board of Selectmen to be Chief Procurement Officer.

SCHEDULE C

Rates for Part-time and Seasonal Positions
(rates are hourly unless specifically noted)
Effective 7/1/96

TITLE	RATE
#Activity Instructor (per session)	
Group A	$5.00
Group B	$7.00
Group C	$8.00
Group D	$10.00
Group E	$12.00
Group F	$15.00
Group G	$18.00
Group H	$21.00
Group I	$25.00
Group J	$28.00
Animal Inspector (per annum)	$3,613.78
Assistant, Council on Aging	$10.28
#Asst. Dir. Of Emergency Management	1.500.00
Building Inspector Substitute	$14.68
Building Monitor	$6.28
Canvasser	$6.29
Clerk (PT)	$10.28
Code Enforcement Officer	$14.68
Committee Secretary, Board of Appeals	$12.75
Conservation Officer	$14.68
#Director of Emergency Management	2,000.00
Election Clerk	*
Election Inspector	*
Election Warden	*
Finance Commitee Executive Secretary (per annum)	$13,614.69
Junior Building Custodian	$9.43
Library Assistant 1 (PT)	$7.75
Library Assistant 2 (PT)	$9.60
Library Page	
First Year	$5.55
Second Year	$5.89
#Parking Clerk	$4,000.00
Personal Computer Specialist	$26.40
#Plumbing & Gas Inspector Substitute	
(per diem)	$41.00
(per inspection)	$12.00
Police Matron	$13.58
Program Coordinator (PT)	$13.23
Assistant Program Coordinator (PT)	$11.61
Recording Secretary	$12.75
Recreation Specialist 1	$6.28
Recreation Specialist 2	$7.14
Recreation Specialist 3	$7.72
Recreation Specialist 4	$8.57
Recreation Specialist 5	$10.60
Reference Librarian (PT)	$13.36
#Registrar of Voters (per annum)	$545.00
Seasonal Packer/Driver	$9.01
Student Draftsman and Rodman	
First Year	$9.57
Second Year	$9.98
Third Year	$10.34
Fourth Year	$10.74
Fifth Year	$11.10
Student Intern 1	$6.65
Student Intern 2	8.88
Student Intern 3	$11.09
Student Intern 4	$13.31

Temporary Janitor	$6.01
Temporary Laborer	
First Year	$6.37
Second Year	$6.82
Third Year	$7.29
Fourth Year	$7.75
Fifth Year	$8.29
Town Counsel (per annum)	$49,379.56
Traffic Supervisor	$13.58
#Wiring Inspector Substitute	
(per diem)	$41.00
(per inspection)	$12.00
Youth Center Worker 1	$8.75
#Youth Center Worker 2	$9.38
#Youth Center Worker 3	10.00
#Youth Center Worker 4	$10.50
#Youth Center Worker 5	$11.00

Titles not included in general wage increases.
* Rates set by Board of Selectmen

SCHEDULE B1
GENERAL SALARY SCHEDULE
Effective July 1, 1996

GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	MAXIMUM
S-19	$46,386.	$48,056.	$49,787.	$51,578.	$53,434.	$55,357.	$57,351.	$59,415.	$61,555.
S-18	$41,827.	$43,334.	$44,892.	$46,510.	$48,183.	$49,919.	$51.714.	$53,576.	$55,506.
S-17	$39,066.	$40,475.	$41,931.	$43,441.	$45,006.	$46,623.	$48,303.	$50,042.	$51,843.
S-16	$36,497.	$37,809.	$39,171.	$40,581.	$42,041.	$43,557.	$45,124.	$46,750.	$48,430.
S-15	$33,801.	$35,018.	$36,278.	$37,583.	$38,935.	$40,338.	$41,788.	$43,293.	$44,852.
S-14	$31,291.	$32,417.	$33,586.	$34,795.	$36,046.	$37,343.	$38,689.	$40,082.	$41,525.
S-13	$28,973.	$30,014.	$31,095.	$32,212.	$33,374.	$34,576.	$35,820.	$37,110.	$38,447.
S-12	$26,839.	$27,806.	$28,806.	$29,844.	$30,917.	$32,031.	$33.183.	$34,378.	$35,616.
S-11	$25,377.	$26,270.	$27,197.	$28,156.	$29,149.	$30,179.	$31,245.	$32,352.	$33,497.
S-10	$24,152.	$24,998.	$25,880.	$26,793.	$27,738.	$28,717.	$29,731.	$30,781.	$31,868.
S-9	$22,450.	$23,241.	$24,056.	$24,903.	$25,779.	$26,688.	$27,631.	$28,602.	$29,614.
S-8	$20,751.	$21,478.	$22,233.	$23,013.	$23,822.	$24,659.	$25,526.	$26,427.	$27,358.
S-7	$19,302.	$19,979.	$20,678.	$21,402.	$22,156.	$22,932.	$23,738.	$24,573.	$25,437.
S-6	$18,234.	$18,871.	$19,529.	$20,212.	$20,921.	$21,654.	$22,414.	$23,202.	$24,016.
S-5	$17,225.	$17,825.	$18,447.	$19,093.	$19,762.	$20,453.	$21,257.	$21,912.	$22,682.
S-4	$15,736.	$16,305.	$16,890.	$17,498.	$18,130.	$18,782.	$19,458.	$20,160.	$20.884.
S-3	$14,857.	$15,392.	$15,945.	$16,519.	$17,115.	$17,730.	$18,368.	$19,029.	$19,714.
S-2	$13,848.	$14,347.	$14,865.	$15,398.	$15,953.	$16,529.	$17,122.	$17,737.	$18,377.
S-1	$13,221.	$13,694.	$14,188.	$14,699.	$15,229.	$15,777.	$16,345.	$16,933.	$17,543.

SCHEDULE M1 - MANAGEMENT SALARY SCHEDULE
Effective 7/1/96

GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	MAXIMUM
M-5	$66,963.	$69,375.	$71,873.	$74,461.	$77,139.	$79,917.
M-4	$59,017.	$61,144.	$63,345.	$65,624.	$67,988.	$70,435.
M-3	$51,578.	$53,434.	$55,358.	$57,351.	$59,417.	$61,557.
M-2	$46,510.	$48,183.	$49,919.	$51,713.	$53,576.	$55,507.
M-1	$40,581.	$42,042.	$43,557.	$45,123.	$47,049.	$48,431.

Mr. James W. Bucking, member, addressed the Personnel articles on behalf of the Personnel Board. He explained that the Personnel Board is recommending a 2.5 % general wage increase for non-represented employees which will cost the Town $75,344. for the Fiscal Year beginning July 1, 1996.

Mr. Paul Theodore Owens, Chairman, strongly recommends adoption of this article on behalf of the Board of Selectmen. He advised that this is fair, reasonable, and affordable.

Mr. James G. Healy, Chairman, also recommends adoption of this article on behalf of the Finance Committee.

A brief discussion followed regarding the number of employees who will receive the 2.5 % general wage increase and those who will also receive an annual step increase. Mr. Owens explained that this 2.5% increase pertains to approximately 60 of the 500 general government employees and that 40 of those 60 employees are at the maximum salary grade level and 20 are eligible for an annual step increase.

Mr. James Hugh Powers expressed concern that the Personnel material was not available to Town Meeting Members prior to the beginning of the Annual Town Meeting and urged the Personnel Board to have the material sent to Town Meeting Members prior to the start of Town Meeting.

A motion to move the previous question was offered by Thomas M. Alpert. The motion was presented and carried by voice vote.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 18: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 1996, as required by the General Laws, Chapter 41, Section 108 and as recommended by the Personnel Board and subject to, in the case of the Town Clerk, the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-Law.

Town Clerk	$45,628
Town Clerk with Six Years of Service	$53,055
Selectmen, Chairman	$1,800
Selectmen, Others	$1,500
Assessor, in Office as of 1/17/96	$10
Assessor, elected after 1/17/96	$0;

or take any other action relative thereto.

MOVED: That the Town vote to fix the compensation of the following elected officers of the Town as of July 1, 1996, as required by the General Laws, Chapter 41, Section 108 and as recommended by the Personnel Board and subject to, in the case of the Town Clerk, the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-Law.

Town Clerk	$45,628
Town Clerk with Six Years of Service	$53,055
Selectmen, Chairman	$1,800
Selectmen, Others	$1,500
Assessor, in Office as of 1/17/96	$10
Assessor, elected after 1/17/96	$0

A motion to amend Article 18, Elected Officials' Salaries, was offered by Mr. Richard S. Creem by deleting

Town Clerk	$45,628
Town Clerk with Six Years of Service	$53,055

and inserting in place thereof the following:

Town Clerk	$46,628
Town Clerk with Six Years of Service	$54,381.

Mr. James W. Bucking, member, addressed this article on behalf of the Personnel Board. He explained that the salary increase for the position of Town Clerk is the same 2.5 percent as that granted the non-represented employees. The other salaries are more complicated. For many years the Board of Selectmen and the Board of Assessors received the same stipend. This year the Personnel Board reviewed the stipends. According to Mr. Bucking the stipends were initially used for expenses incurred by the Board of Selectmen. Other boards had a more limited role. The Board of Selectmen are the chief executives officers of the Town. In addition, some expenses are not easily submitted to the Town. The Personnel Board felt that those expenses incurred by the Board of Selectmen justify the stipend. The Personnel Board also looked at the stipend for the Board of Assessors. The Assessors' stipdend did not rest on expenses, they did submit expenses, and they were reimbursed. Historically, the Board of Assessors served more as employees and would assess property in Needham. Now that there is a full time Administrative Assessor, the stipend is not appropriate. The Personnel Board also discovered that these stipends allow the Selectmen and Assessors to participate in Town benefits which amounts to approximately $20,000 for both boards. The Personnel Board feels it would be fair to grandfather the current elected Assessors for the benefits, but not the stipend.

Mrs. Sheila G. Pransky expressed concern that the Town is paying over $8,000 to the Assessors and inquired about a COBRA plan. Mr. Ethan F. Fener inquried about the availability of less expensive insurance plans.

After a brief discussion, a motion to continue the subject matter of Article 18 to a time certain, namely Wednesday May 15, 1996 to be the first order of business to come upon the floor after unfinished business already on the floor has been disposed, was offered by Meg Hale.

Mr. Richard W. Finnegan, Chairman, Board of Assessors, offered some facts pertaining to Assessors in the Commonwealth of Massachusetts. There is a strong precedent of giving stipends to Assessors, including towns with full time assessors, ranging from 0 - $3,000 annually. The State Board of Assessors is conducting a study expected to be completed by July and would then be available to the Town of Needham. Members of the Board of Assessors statewide are unique in that they are required to take a one-week course and pass an examination within one year in order to remain on the Board. The Needham Board of Assessors meet weekly except in July and August and have oversight responsibilities. Mr. Finnegan urged support for keeping the stipend for the Board of Assessors intake.

A motion to delete the following words was offered by Mr. Thomas M. Harkins:

"Selectmen, chairman - $1,800.
Selectmen, others - $1,500."

and insert in place thereof the following words:

"Selectman, in Office as of 5/6/96 - $10.
Selectman, elected after 5/6/96 - $0."

Mr. Daniel P. Matthews, Selectman, advised that the Board of Selectmen has no recommendation or position on this article, but does have an interest in a later article regarding Assessors which will be continued. He stated that a stipend is an incentive and if it had kept up with inflation, would now be up to $40,000.

A motion to move the previous question was offered by Mr. James Hugh Powers. The motion was presentedc and carried by voice vote.

Mrs. Hale's motion to postpone was presented, but it failed to pass by voice vote.

Mr. Harkins motion to amend was presented, but it failed to pass by voice vote.

Mr. Creem's motion to amend the Town Clerk's salary was presented and it carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town vote to fix the compensation of the following elected officers of the Town as of July 1, 1996, as required

by the General Laws, Chapter 41, Section 108 and as recommended by the Personnel Board and subject to, in the case of the Town Clerk, the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-Law.

Town Clerk	$46,769
Town Clerk with Six Years of Service	$54,381
Selectmen, Chairman	$1,800
Selectmen, Others	$1,500
Assessor, in Office as of 1/17/96	$10
Assessor, elected after 1/17/96	$0.

After the evening recess, a motion to reconsider Article 18 was offered by Mrs. Betsy M. Tedoldi. Mrs. Tedoldi suggested that Town Meeting Members needed an opportunity to digest the information received tonight and that Article 18 should be reconsidered on Monday, May 13, 1996.

Mrs. Elizabeth B. Kloss supported the motion to reconsider. Mr. Ethan F. Fener also urged reconsideration due to the inequities established by this vote.

Mr. Richard S. Creem, Chairman, advised that the Personnel Board has the material at hand and urged defeat of the motion to reconsider.

A motion to move the previous question was offered by Mr. Frederick Waldman. The motion was presented and carried by voice vote.

Mrs. Tedoldi's motion to reconsider was presented, but the Moderator was in doubt as to the voice vote. The following Town Meeting Members were sworn in as tellers by the Moderator: Foster S. Crook, Meredith P. Page, Harriett D. Tibbett, Gregory John Shesko, Jonathan M. Davis, and LeRoy J. Nutile. The motion was again presented, but it failed to pass by a count of hands. The hand count was Yes - 85 No - 107.

ARTICLE 19: APPROPRIATE FOR TAX WORK-OFF PROGRAM

To see if the Town will vote to raise and appropriate $5,000 for the purpose of conducting a tax work-off program; said sum to be spent under the direction of the Board of Selectmen; said sum shall be raised from the tax levy; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate $5,000 for the purpose of conducting a tax work-off program; said sum to be spent under the direction of the Board of Selectmen; said sum shall be raised from the tax levy.

Mr. William M. Powers, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that this article allows Senior citizens to work off up to $500. on real estate taxes.

Mrs. Mary J. P. O'Brien explained that she worked the last 10 years through a federally-funded program and urged support of this article.

ACTION: The main motion was presented and carried unanimously by voice vote.

Article 20 was previously adopted unanimously on May 6, 1996.

ARTICLE 21: APPROPRIATE THE FY97 OPERATING BUDGET

To see what sums of money the Town will vote to raise and appropriate for the necessary Town expenses and charges; or take any other action relative thereto.

A motion was offered by Mr. Paul O'Connor, member, Finance Committee, that a motion to increase a line item include from whence the same dollars shall be removed. The motion was presented and carried unanimously by voice vote.

Mr. James G. Healy, Chairman, presented the Finance Committee's recommended Fiscal Year 1997 Operating Budget. He presented an overview the budget process and an explanation of why the town's budget woes will continue. Mr. Healy explained that the Finance Committee began the FY1997 budget process with a request for "level-funded departmental budgets except for mandatory step and salary increases. mandates and contractual obligations. This produced an $800,000 deficit. The Finance Committee then attempted to create a "level-service" budget and that increased the deficit to $2.3 million. The Finance Committee then looked at the effect of across-the-board-cuts to each department, but realized that 'essential' and public safety departments could not handle the cut. The Finance Committee then added $405,000 to those six departments resulting in a $1.2 million deficit. The Committee then identified the 'non-essential' or 'social service' budgets, cut funds from those budgets, transferred $250,000. from the Stabilization Fund to reduce deficits, eliminated all capital projects from the budget, and presented a balanced budget to the Board of Selectmen.

He stated that if the town's revenues and expenses continue at their current rate, the Town of Needham can expect a deficit close to $4 million by the year 2001. Salary and departmental requests are consistently out-budgeting the town's revenue. The Finance Committee expects the tax levy to grow about 3.5% to 4% per year while expenses are growing at 5.5% to 6%. Fiscal Year 1997 is also an important year because police, fire and teacher contracts are all up for renegotiation and salaries comprise 63% of the operating budget. He advised that no one believed that increases would be limited to 2-1/2% annually from 1983 to the present. Mr Healy apologized for being the "grim reaper".

At 11:10 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Wednesday, May 8, 1996 at 7:30 P.M. at the Newman Elementery School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE
Town Clerk

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ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 8, 1996

Pursuant to adjournment of the Annual Town Meeting held May 6, 1996, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Wednesday, May 8, 1996, at 7:30 P.M.

Check lists were used and 237 voters were checked on the list as being present, including 229 Town Meeting Members.

At the designation of Rev. Mark A. Fowler, President of the Needham Clergy Association, Rev. Gordon C. Swan, Pastor, First Baptist Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Discussion commenced under Article 21 (Operating Budget) with the following amendments offered by Mr. Paul O'Connor:

Line Item	Description	Changing From	Changing To
022	Minuteman Voc. assessment	$516,953	$481,768 *
101	Bd of Sel. , Salaries	278,222	281,418; to be raised in part by transfer of $5,500 from the Parking Meter Fund *

After a brief discussion, Mr. O'Connor's motion to amend Line Item 101 was presented and carried unanimously by voice vote.

Under Line Item 103, Mr. O'Connor moved to raise in part by transfer of $3,000 from the Parking Meter Fund. The motion was presented and carried unanimously by voice vote.

105	Town Clerk, Salaries	136,436	137,797*

At this time, Mrs. Elizabeth B. Kloss suggested placing the Finance Committee's report under the article entitled Committee Report which would set the tone of Town Meeting.

109	Town Clerk, Tellers/Canvassers\ Details	20,925	21,381*
110	Legal, Salaries	48,360	49,569*
113	Personnel Bd., Salaries	1,650	1,691*
210	Assessors, Salaries	208,777	205,346*
205	Fin. Dept. Salaries	666,822	673,240*
209	Fin. Com. Salaries	13,218	13,548*
211	Finance Com. Reserve	565,750	517,534; to be raised in part by transfer of $250,000. from the Stabilization Fund. *

Under Line Item 301, Education, Mr. Gerald A. Wasserman, Chairman, presented an overview of the School Budget. Mr. Wasserman explained that the budget priorities include salaries, class size enrollment, and state and federal mandates. The 3.3% salary increase, 1.2% step increases, and 1.0% longevity increases were one of the lowest in the state three years ago. He advised that 18% of the budget is spent on Special Education and 23% on mandates. Of the 23%, the State pays 10% of the budget for mandates. Another issue is the need to maintain competitiveness. Needham ranked "27" per pupil expenditure in a recent article in the Sunday Globe. According to Mr. Wasserman, Needham is getting a pretty good school system for its dollar.

Mr. Gerald R. Browne suggested that the Special Education law is out of control and asked what the School Committee is doing to change the law.

Mr. Russell S. Broad, Jr. expressed concern that everyone should get together to work to reform the Special Education law. Mr. Wasserman advised that the Special Ed. costs are rising every year and that the costs will be 21% of the FY97 School budget and by the year 2001 it will be 12% of the total Town budget.

Mr. Irwin Silverstein requested that future school budget handouts depicting the present and past budget formats be clearer so that Town Meeting can see the relationship between both formats.

Mr. Thomas M. Alpert stated that he has an autistic child who receives Special Education and that with Special Education, hopefully his child will be able to take his place in society. There is a need and a face. Mrs. Elinor Ryan Devlin concurred with Mr. Alpert, advising that she is a Special Education teacher.

Mr. Robert Y. Larsen noted that both speakers are excellent, but expressed concern that there are systems that are misused.

Mr. Martin L. B. Walter urged Mr. Wasserman to address unfunded mandates and encourage our State Senators to fight for funding these unfunded mandates.

Mrs. Lois Sockol indicated that Special Education is very expensive and the number of Special Education kids is increasing. She hoped that Special Education teaching would not be discarded.

Mr. David C. Gerber suggested that the School Department conduct a forum on Special Education.

Mr. James Hugh Powers, Chairman, Committee on School Finance, noted that other town departments have mandated expenditures. He suggested that the Annual Town Report include a breakdown of these mandates.

Mr. Donnell F. O'Duggan questioned why one school spends $3,500 per student and another spends $8,700 per student and loses its accreditation. He further noted that one school spent $1.6 million for six classrooms. Mr. David W. Kunhardt noted that in comparison Newman has 100,000 square feet at a cost of $40 per square foot while the 6 classrooms in question equal 11,200 square feet at a cost of $125 per square foot.

A motion to move the previous question was offered by Mr. Gerald R. Browne. The motion was presented and carried unanimously by voice vote.

Discussion under Article 21 (Operating Budget) continued with the following amendments offered by Mr. Paul O'Connor:

401	Police Dept. Salaries	2,903,548	2,908,706; to be raised in part by transfer of $20,000 from the Parking Meter Fund.*
405	Fire Salaries	3,712,480	3,784,200*
406	Fire Purch. Of Ser.	53,777	57,313*
407	Fire Expense	138,625	155,475*

408	Fire Capital Outlay	0	17,000*
409	Bldg. Dept. Salaries	182,400	185,616*
501	DPW Salaries	2,140,464	2,156,739;

to be raised in part by transfer of $70,000 from the Landfill Reserve Fund and $26,500 from the Parking Meter Fund.*

In response to an inquiry from Mr. Jonathan M. Davis regarding excess funds, Mr. Paul Theodore Owens, Chairman, Board of Selectmen, explained that excess funds in the operating budget become free cash and that there is an article in the warrant to rescind all or part of previous bond authorizations.

Unanimous consent was given to allow Mr. Richard P. Merson, Director of Public Works and non-resident, to address Town Meeting. In response to an inquiry from Mr. Jonathan M. Davis, Mr. Merson advised that the traffic signal at the Newman School will be on within the next two weeks and that the traffic signal at St. Sebastian's School will be installed once the school decides on the location.

In response to an inquiry from Mr. Russell S. Broad, Jr. regarding level funding of the snow & ice line item at $150,000 when $650,000 was spent this year, Mr. Merson advised that his department is hoping for some reimbursement from the state.

507	Bldg. Maint., Salaries	1,597,6780	1,603,684*

Unanimous consent was given to allow Mr. Carl Valente, Town Administrator and non-resident, to address Town Meeting. In response to an inquiry from Mr. Russell S. Broad, Jr. regarding the cost of snow insurance, Mr. Valente advised that snow insurance is exorbitant. He further explained that the Town is responsible for the first 50 inches and the insurance covers the next 40 inches.

601	Bd. of Health, Salaries	192,984	199,921*
602	Bd. of Health, Purch. of Srv.	70,941	65,741*
605	Veterans' Srv.	37,592	38,161*
608	Youth Com., Salaries	47,614	115,066*
610	Youth Com., Expenses	2,261	2,650*
612	Council O Aging, Salaries	125,785	156,458*
613	Council On Aging, Pur. of Srv.	1,430	11,500*
614	Council On Aging, Expenses	2,930	3,600*
701	Plng. Bd., Salaries	90,990	92,521*
705	Cons. Com., Salaries	14,083	14,435*
709	Bd. of Appeals, Sal.	5,385	5,520*
801	Library, Salaries	368,562	551,537*
802	Library, Pur. of Srv.	30,000	35,374*
803	Library, Books & Per.	0	114,800*
804	Library, Expenses	8,150	12,780*
806	Park & Rec., Salaries	256,248	281,883*
807	Park & Rec., Pur. of Ser.	14,775	24,775*
808	Park & Rec., Cap. Outlay	0	5,000*

(* Unanimous)

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town raise and appropriate for the necessary Town charges and expenses as follows:

TOWNWIDE EXPENSES:

010. Street lighting	$390,000.
011. Garbage collection	95,000.
012. Insurance, general	420,000.
013. Health insurance	3,600,000.
014. Worker's compensation	350,000.
015. Prop. self insurance	15,000.
016. Unif. serv. self insurance	120.000.
017. Unemployment compensation	30,000.
018. Maturing bonds	1,097,000.
019. Bond interest	403,150.
020. Contributory retirement	2,504,073.
021. Chapter 32 retirement	200,000.
022. Minuteman Voc. Assessment	481,768.
023. MBTA Commuter Parking	95,500.

GENERAL GOVERNMENT

BOARD OF SELECTMEN:

101. Salaries	$281,418.
(Raised by transfer of $5,500. from the Parking Meter Fund and the balance of $275,918. from the current tax levy)	
102. Purchase of Service	115,408.
103. Expenses	19,850.
(Raised by transfer of $3,000. from the Parking Meter Fund and the balance of $16,850. from the current tax levy)	
104. Capital Outlay	4,000.

TOWN CLERK/BOARD OF REGISTRARS

105. Salaries	137,797.
106. Purchase of service	21,625.
107. Expenses	3,740.
108. Capital Outlay	0.
109. Tellers/Canvassers/Details	21,381.

LEGAL:

110. Salaries	49,569.
111. Special Fees	130,000.
112. Expenses	5,000.

PERSONNEL BOARD:

113. Salaries	1,691.
114. Purchase of Service	2,500.
115. Merit Bonus	7,500.

FINANCE

ASSESSORS:

201. Salaries	205,346.
202. Purchase of service	25,000.
203. Expenses	11,400.
204. Capital Outlay	1,000.

FINANCE DEPARTMENT:

205. Salaries	673,240.

206. Purchase of Service	310,230.
207. Expenses	81,720.
208. Capital Outlay	30,850.

FINANCE COMMITTEE:

209. Salaries	13,548.
210. Expenses	500.
211. Reserve Fund	517,534.

(Raised by transfer of $250,000. from the Stabilization Fund and the balance of $267,534. from the current tax levy)

CONTRIBUTORY RETIREMENT:

212. Salaries	46,689.
213. Purchase of service	8,750.
214. Expenses	4,210.

EDUCATION:

SCHOOL DEPARTMENT:

301. Salaries	19,020,151.
302. Purchas of Service	2,688,317.
303. Expenses	701,444.
304. Capital Outlay	226,086.

PUBLIC SAFETY

POLICE:

401. Total Salaries	2,908,706.

(raised by transfer of $20,000. from the Parking Meter Fund and the balance of $2,888,706. from the current tax levy)

402. Purchase of Service	44,792.
403. Expenses	99,259.
404. Capital Outlay	92,188.

FIRE:

405. Total Salaries	3,784,200.
406. Purchase of service	57,313.
407. Expenses	155,475.
408. Capital Outlay	17,000.

BUILDING:

409. Salaries	185,616.
410. Purchase of service	2,260.
411. Expenses	4,847.
412. Capital Outlay	300.

PUBLIC FACILITIES

PUBLIC WORKS:

501. Salaries	2,156,739.

(Raised by transfer of $70,000. From the Landfill Reserve Fund; $26,500. from the Parking Meter Fund, and the balance of $2,060,239. from the current tax levy)

502. Purchase of Service	1,252,891.
503. Expenses	331,820.
504. Capital Outlay	0.
505. Snow & Ice	150,000.

BUILDING MAINTENANCE:

507. Salaries	1,603,684.
508. Purchase of Service	1,139,653.
509. Expenses	215,225.
510. Capital Outlay	40,000.

HUMAN SERVICES

BOARD OF HEALTH:

601. Salaries	199,921.
602 Purchase of service	65,741.
603. Expenses	7,550.
604. Capital Outlay	500.

VETERANS' SERVICES:

605. Salaries	38,161.
606. Expenses	3,700.
607. Benefits	30,000.

YOUTH COMMISSION:

608. Salaries	115,066.
609. Purchase of Service	2,140.
610. Expenses	2,650.
611. Capital Outlay	0.

COUNCIL ON AGING:

612. Salaries	156,458.
613. Purchase of Service	11,500.
614. Expenses	3,600.
615. Capital Outlay	0.

COMMISSION ON DISABILITIES:

616. Expenses	513.

DEVELOPMENT

PLANNING BOARD:

701. Salaries	92,521.
702. Purchase of Service	2,960.
703. Expenses	1,947.
704. Capital Outlay	0.

CONSERVATION COMMISSION:

705. Salaries	14,435.
706. Purchase of Service	3,429.
707. Expenses	1,150.
708. Capital Outlay	0.

BOARD OF APPEALS:

709. Salaries	5,520.
710. Purchase of Service	3,000.
711. Expense	350.

HISTORICAL COMMISSION:

712. Expenses	513.

CULTURAL AND LEISURE SERVICES

LIBRARY:

801. Salaries	551,537.
802. Purchase of Service	35,374.
803. Books & Periodicals	114,800.
804. Expenses	12,780.
805. Capital Outlay	0.

PARK & RECREATION:

807. Salaries	281,883.

808. Purchase of Service	24,775.
809. Expenses	24,347.
810. Capital Outlay	5,000.

MEMORIAL PARK:

811. Expenses	500.
812. Capital Outlay	0.

At 11:05 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Monday May 13, 1996 at 7:30 P.M. at the Newman Elementary School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE,
Town Clerk

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ADJOURNED ANNUAL TOWN MEETING

Monday, May 13, 1996

Pursuant to adjournment of the Annual Town Meeting held May 8, 1996, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Monday, May 13, 1996, at 7:30 P.M.

Check lists were used and 256 voters were checked on the list as being present, including 236 Town Meeting Members.

At the designation of Rev. Mark A. Fowler, President of the Needham Clergy Association, Rev. Richard C. Nichol, Congregational Leader, Congregation Ruach Israel, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 16: FUND COLLECTIVE BARGAINING AGREEMENT - DPW / NAGE

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the DPW / NAGE; and to recommend to amend the necessary line items in the 1997 Operating Budget under Articles 21, 22 and 23 to fund same; or take any other action relative thereto.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the DPW/NAGE; and to amend the necessary line items in the 1997 Operating Budgets under Articles 21, 22 and 23 to fund same.

Mr. Daniel P. Matthews, Selectmen, addressed this proposal on behalf of the Board of Selectmen. He advised that the cost for funding is under contract and asked for an affirmative vote.

Mr. Richard S. Creem, Chairman, advised that the Personnel Board unanimously recommends adoption of this article. He further advised that the administration has agreed to meet with the Personnel Board periodically for contract negotiation review and input.

Mr. James G. Healy, Chairman, stated that the Finance Committee recommends adoption of this article.

Mr. Weitzen questioned the total cost of salaries including the general wage increase and step increases for the employees of the Town of Needham and suggested the preparation of a model on total personnel costs. In response, Mr. Daniel P. Matthews advised that the bulk of the budget is salaries.

A motion to continue Article 16 to a time certain, namely Wednesday, May 15, 1996 when old business otherwise on the floor is disposed of, for the purpose of obtaining a model.

Mr. Matthews stated that this is a fair and reasonable contract which the town can afford, and it will not force the town to have an override. The contract has been bargained in good faith.

A motion to move the previous question was offered by Mr. Frederick Waldman. The motion was presented and carried by voice vote.

Mr. Weitzen's motion was presented, but it failed to pass by voice vote.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 21 was previously adopted on May 8, 1996.

ARTICLE 22: APPROPRIATE THE FY97 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate from water receipts or transfer from the water enterprise fund the following sums of money to operate the water division of the DPW; under the provision of G.L. Chapter 44, Section 53F ½:

908	Salaries	$505,755
909	Purchase of Services	229,891
910	Expenses	151,255
911	Capital Outlay	103,500
912	MWRA Assessment	120,455
913	Emergency Repairs	20,000
914	Debt Service	315,000
	TOTAL	$1,445,856

or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate from water receipts or transfer from the water enterprise fund the following sums of money to operate the water division of the DPW during fiscal year 1997, under the provision of G.L. Chapter 44, Section 53F ½:

908	Salaries	$505,755
909	Purchase of Services	229,891
910	Expenses	151,255
911	Capital Outlay	103,500
912	MWRA Assessment	120,455
913	Emergency Repairs	20,000
914	Debt Service	315,000.

A motion to amend Line Item 908, Salaries, from $505,775 to $518,199 was offered by Mr. Paul Theodore Owens.

In response to an inquiry from Mr. Steven Rosenstock, Mr. James G. Healy, Chairman, Finance Committee, presented a comparative analysis of the FY96 and FY97 water service budget. Mr. Owens advised that water bills will go up and Mr. Healy stated that debt service will be affected though not in FY97.

Under Capital Outlay, Mr. John H. Cogswell, Selectman, advised that the Department of Public Works has approximately 80 vehicles including dump trucks, pickup trucks, cars, and specialty vehicles.

In response to an inquiry from Mr. Thomas Soisson, Mr. Owens explained that the Board of Selectmen tried to put some of the water/sewer charges on the property tax bills so that they could be deducted for income tax purposes. However, it was difficult to do because taxes depend on property values and water/sewer charges depends on usage. He noted that the Board of Selectmen will be discussing this item again at the next meeting.

After a brief discussion, Mr. Owens' motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate from water receipts or transfer from the water enterprise fund the following sums of money to operate the water division of the DPW during fiscal year 1997, under the provision of G.L. Chapter 44, Section 53F ½:

908	Salaries	$518,199
909	Purchase of Services	229,891
910	Expenses	151,255
911	Capital Outlay	103,500
912	MWRA Assessment	120,455
913	Emergency Repairs	20,000
914	Debt Service	315,000.

ARTICLE 23: APPROPRIATE THE FY97 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate from sewer receipts or transfer from the sewer enterprise fund the following sums of money to operate the sewer division of the DPW; under the provisions of G.L. Chapter 44, Section 53F ½:

901	Salaries	$403,700
902	Purchase of Service	94,779
903	Expenses	59,300
904	Capital Outlay	0
905	MWRA Assessment	3,468,741
906	Emergency Repairs	20,000
907	Debt Service	515,000
	TOTAL	$4,561,520

or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate from sewer receipts or transfer from the sewer enterprise fund the following sums of money to operate the sewer division of the DPW during the fiscal year 1997, under the provisions of G.L. Chapter 44, Section 53F ½:

901	Salaries	$403,700
902	Purchase of Service	94,779
903	Expenses	59,300
904	Capital Outlay	0
905	MWRA Assessment	3,468,741
906	Emergency Repairs	20,000
907	Debt Service	515,000.

A motion to amend Line Item 901, Salaries, from $403,700 to $413,693 was offered by Mr. Paul Theodore Owens.

In response to an inquiry from Mr. Gary Uhl, Mr. Owens explained that the water and sewer division employees are assigned to the water and sewer divisions and if those employees work for a different division, the costs are charged to that division.

Mr. Owens' motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate from sewer receipts or transfer from the sewer enterprise fund the following sums of money to operate the sewer division of the DPW during the fiscal year 1997, under the provisions of G.L. Chapter 44, Section 53F ½:

901	Salaries	$413,693
902	Purchase of Service	94,779
903	Expenses	59,300
904	Capital Outlay	0
905	MWRA Assessment	3,468,741
906	Emergency Repairs	20,000
907	Debt Service	515,000.

At this time a motion to reconsider Article 18 was offered by Mr. James Hugh Powers. He expressed concern that during the previous discussion under Article 18 no one recalled the Special Town Meeting held on February 5, 1996 in which a committee was established to study the assessing function and that Town Meeting has not had time to hear that report. He suggested that he would restore the salaries of the Assessors if the motion to reconsider was adopted.

Mrs. Michelle McQuillen, member, advised that the Personnel Board did vote on this proporal in January and urged defeat of the motion to reconsider.

Mr. Powers' motion to reconsider was presented, but it failed to pass by voice vote.

ARTICLES 24, 25, 26, and 27 were previously adopted unanimously on May 6, 1996.

ARTICLE 28: ACCEPT G.L. CHAPTER 73, SECTION 4 OF THE ACTS OF 1986 - (CONTINUATION OF INCREASE IN PROPERTY TAX EXEMPTION LIMITS)

To see if the Town will vote to accept, for fiscal year 1997, the provisions of Section 4 of G.L. Chapter 73 of the Acts of 1986,

as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions; and to approve an increase in the amount of 15% for each eligible exemption; or take any other action relative thereto.

Summary of Chapter 73, Section 4 of the Acts of 1986: Town Meeting approval of the additional exemption, as well as application for the exemption by the taxpayer, must be made annually. Approval was first granted by the May 1993 Town Meeting. Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws:

Clauses 17, 17C, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42, or 43.

The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayers original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value.

MOVED: That the Town vote to accept, for fiscal year 1997, the provisions of Section 4 of G.L. Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions; and to approve an increase in the amount of 15% for each eligible exemption.

In response to an inquiry from Mr. William J. Miles, Mr. Carl Valente, Town Administrator, advised that the 15% cost is just over $20,000.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 29: AUTHORIZATION TO EXPEND STATE FUNDS FOR WAYS

To see if the Town will vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways, authorize the expenditure of those funds provided or to be provided by the Commonwealth through the Massachusetts Highway Department; or take any other action relative thereto.

MOVED: That the Town vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways and to pay for such improvements, authorize the expenditure of $700,000 provided or to be provided by the Commonwealth through the Massachusetts Highway Department.

In response to an inquiry from Mr. Eugene S. McMorrow, Mr. Valente advised that the town does not do road reconstruction.

ACTION: That main motion was presented and carried unanimously by voice vote.

ARTICLE 30: TRANSFER OF UNDESIGNATED FUND BALANCE

To see if the Town will vote to transfer $2,078,000 from the Undesignated Fund Balance account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1997; or take any other action relative thereto.

MOVED: That the Town will vote to transfer $2,038,000 from the Undesignated Fund Balance account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1997.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 31: APPROPRIATE FOR POLLARD ADA IMPROVEMENTS

To see if the Town will vote to raise and appropriate $150,000 for remodeling and reconstructing necessary to improve and upgrade the handicapped accessibility at the Pollard Middle School; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to $150,000 for a period of up to five years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate $150,000 for remodeling and reconstructing necessary to improve and upgrade the handicapped accessibility at the Pollard Middle School; to be spent under the direction of the Permanent Public Building Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to $150,000 for a period of up to five years under G.L. Chapter 44, Section 7.

Unanimous consent was given to allow the motion to read "under the direction of the Permanent Public Building Committee" instead of "under the direction of the School Committee".

Mrs. Sheila G. Pransky, member, addressed this proposal on behalf of the School Committee. She stated that the School Committee must make one school at each grade level handicapped accessible due to a complaint. Mr. Mayo, member, Commission on Disabilities, advised that there are fines for non-compliance.

Mr. Ford H. Peckham questioned how the Town could spend over $7 million on the Pollard Middle School and still hasn't accomplished compliance with ADA.

Mr. Donnell F. O'Duggan expressed concern with the lower monetary figures he had previously mentioned for the construction of the new six classroom addition to St. Joseph's school and hoped the Town will get its money's worth with future school renovations.

Kathleen O'Keeffe suggested that we need to know all the

information before we make a comparison from one town to another or one school to another. For instance while Boston Latin has one of the lowest per pupil cost in Boston, it does not have Special Education nor does Boston Latin offer a course entitled English As A Second Language.

Mr. John D. Marr, Jr. Selectman, noted that there were some serious errors made in the Pollard School project and that the Board of Selectmen is working on adjustments to compensate for some of these errors.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and it carried by a count of hands. The hand count was Yes 227 - No 4.

ARTICLE 32: APPROPRIATE FOR SCHOOL DEPARTMENT MODULAR CLASSROOMS

To see if the Town will vote to raise and appropriate the sum of $375,000 to purchase and install modular classrooms at various schools; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to $375,000 for a period of up to five years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

Unanimous consent was given to allow the motion to read "under the direction of the Permanent Public Building Committee" instead of "under the direction of the School Committee".

MOVED: That the Town vote to raise and appropriate the sum of $375,000 to purchase and install modular classrooms at various schools; to be spent under the direction of the Permanent Public Building Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to $375,000 for a period of up to five years under G.L. Chapter 44, Section 7.

A motion to refer this article back to the School Committee for further study was offered by Mr. Gerald A. Wasserman. The motion was presented and carried unanimously by voice vote.

ARTICLE 33: APPROPRIATE FOR MITCHELL SCHOOL ADA COMPLIANCE

To see if the Town will vote to raise and appropriate $130,000 for remodeling and reconstructing necessary to improve and upgrade the handicapped accessibility at the Mitchell School; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow up to $130,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

Unanimous consent was given to allow the motion to read "under the direction of the Permanent Public Building Committee" instead of "under the direction of the School Committee".

MOVED: That the Town vote to raise and appropriate $130,000 for remodeling and reconstructing necessary to improve and upgrade the handicapped accessibility at the Mitchell School; to be spent under the direction of the Permanent Public Building Committee; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow up to $130,000 for a period of up to 5 years, under G.L. Chapter 44, Section.

A motion to continue Article 33 to a time certain, namely Wednesday May 15, 1996 following the Special Town Meeting noticed for that evening, after any other unfinished business on the floor is disposed of was offered by Mr. Gerald A. Wasserman.

Mr. Wasserman's motion was presented and carried unanimously by voice vote.

ARTICLE 34: APPROPRIATE FOR A FIRE COMMAND VEHICLE

To see if the Town will vote to raise and appropriate the sum of $35,000 for the purchase of a command vehicle for the Needham Fire Department; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $35,000 for a period of up to five years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $35,000 for the purchase of a command vehicle for the Needham Fire Department; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to $35,000 for a period of up to five years, under G.L. Chapter 44, Section 7.

Mr. Daniel P. Matthews, Selectman, presented this proposal on behalf of the Board of Selectmen. He advised that the present Command Vehicle is three years old and will be used in the Fire Inspection Department and the new vehicle will have a six-year replacement cycle.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, and it carried by a count of hands. The hand count was Yes 187 - No 18.

ARTICLES 35, 36, and 37 were previously withdrawn on May 6, 1996.

ARTICLE 38: APPROPRIATE FOR PUBLIC SAFETY DISPATCHING EQUIPMENT

To see if the Town will vote to raise and appropriate the sum of $180,000 to purchase public safety dispatching equipment; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Board of Board of Selectmen is authorized to borrow up to $180,000 for a period of up to five years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $180,000 to purchase public safety dispatching equipment; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to $180,000 for a period of up to five years under G.L. Chapter 44, Section 7.

Mr. Paul Theodore Owens, Chairman, addressed this proposal on behalf of the Board of Selectmen. He stated that the original concept of joint Police and Fire civilian dispatchers was for a 13-town system. However, talks dwindled down to 2 towns and the second town ran into problems. One factor is salary savings and both unions have agreed.

Mrs. Cynthia Conturie urged defeat of this article suggesting the need for trained dispatchers.

In response to an inquiry from Mr. Gerald R. Browne, Mr. Owens' advised that the equipment and dispatch center will be in the main lobby of the Police station. In response to an inquiry from Mr. Ford H. Peckham, Mr. Owens advised, and Police Chief Slowe and Fire Chief DiPoli concurred, that with civil dispatchers onboard, Police and Fire staff on "light duty" will be given other assignments. Chief Slowe also noted that civilian dispatchers would free up police officers to do the work for which they are trained.

In response to an inquiry from Jennifer Fainberg regarding the quality of service and changes in response time, Chief Slowe advised that there will be training and he foresees no change in response time.

A motion to move the previous question was offered by Mr. John F. Milligan. The motion was presented and carried by voice vote.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 181 - No 34.

ARTICLE 39 was previously withdrawn on May 6, 1996.

ARTICLE 40: APPROPRIATE FOR MUNICIPAL BUILDING REPAIRS

To see if the Town will vote to raise and appropriate the sum of $118,000 for extraordinary repairs to the Town Hall, the Public Works building, the Library, the Pollard School and Emory Grover Building; said sum to be expended under the direction of the Municipal Building Maintenance Board; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to $118,000 for a period of up to five years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $118,000 for extraordinary repairs to the Town Hall, the Public Works building, the Library, the Pollard School and Emory Grover Building; said sum to be expended under the direction of the Municipal Building Maintenance Board; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to $118,000 for a period of up to five years under G.L. Chapter 44, Section 7.

Mr. William M. Powers, Selectman, addressed this proposal on behalf of the Board of Selectmen.

Unanimous consent was given to allow Mr. Mark LaFleur, Director of Buildings and Grounds, School Department, and non-resident, to address Town Meeting. Mr. LaFleur presented a breakdown of the costs per building. He explained that the Pollard School had a broken water pipe back in February which caused some flooding. An insurance claim has been filed and a portion of the damage will be reimbursable. This damage is not related to the school renovation. Mr. Martin L. B. Walter expressed concern that there is a need for discipline to bring expenditures under control.

Mr. Carl Valente, Chairman, Municipal Building Maintenance Board, advised that Mr. LaFleur is currently reviewing all buildings.

ACTION: The main motion was presented and carried unanimously by voice vote.

At 10:55 P.M. Mr. Frederick Waldman moved that the Annual Town Meeting stand adjourned to Wednesday, May 15, 1996 at 7:30 P.M. at the Newman Elementary School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE,
Town Clerk

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ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 15, 1996

Pursuant to adjournment of the Annual Town Meeting held May 13, 1996, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Wednesday, May 15, 1996, at 7:30 P.M.

Check lists were used and 239 voters were checked on the list as being present, including 219 Town Meeting Members.

At the designation of Rev. Mark A. Fowler, President of the Needham Clergy Association, Dr. Rifat Sonsino, Rabbi, Temple Beth Shalom, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 41: APPROPRIATE FOR DPW EQUIPMENT REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of $345,000 for DPW equipment; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $345,000 for a period of up to five years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town will vote to raise and appropriate the sum of $345,000 for DPW equipment; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $345,000 for a period of up to five years, under G.L. Chapter 44, Section 7

The following motion to amend was offered Mr. John H. Cogswell:

That the Town vote to raise and appropriate the sum of $280,000 for DPW equipment; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $264,650 for a period of up to five years, under G.L. Chapter 44, Section 7, and to raise $15,350 by transfer from the unexpended proceeds from the following bond authorizations:

Article 35 of the 1994 Annual Town Meeting	$12,051
Article 39 of the 1992 Annual Town Meeting	$ 1,412
Article 39 of the 1994 Annual Town Meeting	$ 283
Article 59 of the 1988 Annual Town Meeting	1,412.

A motion was offered by Mr. John H. Cogswell that Articles 41 and 42 be discussed together and voted on separately. The motion was presented and carried unanimously by voice vote.

Mr. Cogswell, Selectman, presented an outline of the number of vehicles and equipment to be replaced and advised that because of fiscal constraints, scheduled DPW equipment replacement has been pushed back. Article 42 is for a new sidewalk tractor. The one sidewalk plow under Article 42 has been deleted which reduced the total cost from the original warrant article and the heavier tractor added to Article 42.

In response to an inquiry from Susan M. Anderson, Mr. Cogswell advised that the maintenance budget is just about exhausted.

Mr. Cogswell's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of $280,000 for DPW equipment; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $264,650 for a period of up to five years, under G.L. Chapter 44, Section 7, and to raise $15,350 by transfer from the unexpended proceeds from the following bond authorizations:

Article 35 of the 1994 Annual Town Meeting	$12,051
Article 39 of the 1992 Annual Town Meeting	$ 1,412
Article 39 of the 1994 Annual Town Meeting	$ 283
Article 59 of the 1988 Annual Town Meeting	1,412.

ARTICLE 42: APPROPRIATE FOR DPW SIDEWALK TRACTOR

To see if the Town will vote to raise and appropriate the sum of $60,000 to purchase a sidewalk tractor, to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $60,000 for a period of up to five years under G.L. Chapter 44 Section 7; or take any other action relative thereto.

Moved: That the Town will vote to raise and appropriate the sum of $60,000 to purchase a sidewalk tractor, to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $60,000 for a period of up to five years under G.L. Chapter 44 Section 7.

ACTION; The main motion was presented and carried unanimously by voice vote.

Mr. Paul Theodore Owens, Chairman, Board of Selectmen, moved that the Annual Town Meeting stand adjourned until such time that the Special Town Meeting called for this evening at 7:30 P.M. is either adjourned or dissolved. It was so voted unanimously.

* * * * * *

SPECIAL TOWN MEETING

May 15, 1996

Pursuant to a warrant issued by the Selectmen on April 9, 1996, this meeting was called for May 15, 1996 at 8:00 P.M. The call to the meeting and the Officer's Return were read by the Town Clerk.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Unanimous consent was given to omit the reading of the articles and to refer to them by number only. The same parlimentary rules as outlined for the Annual Town Meeting were adopted.

ARTICLE 1: AMEND THE FISCAL YEAR 1996 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1996 Operating Budget adopted under Article 16 of the 1995 Annual Town Meeting and amended at the November 1995 Special Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items;

Line Item	Appropriation	Changing From	Changing To
102	Selectmen, Pur. of Ser.	$ 123,408	$120,408
206	Finance, Pur.of Ser.	$ 319,030	312,030
208	Finance, Capital Outlay	40,650	47,650
402	Police, Pur. of Ser.	46,221	56,221
403	Police, Expenses	99,667	89,667
406	Fire, Pur. of Ser.	45,213	50,213
407	Fire, Expense	155,570	150,570
410	Civil Defense, Pur. of Ser.	11,925	13,125
411	Civil Defense, Expense	3,075	1,875
507	Building Maint., Salaries	166,815	171,315
508	Building Maint., Pur. of Ser.	200,227	202,227
509	Building Maint., Expenses	50,970	51,470
603	Health, Expenses	7,550	6,950
604	Health, Capital Outlay	0	600
609	Youth Comm., Pur. of Ser.	2,140	2,890
610	Youth Comm., Expenses	2,650	1,900
801	Library, Salaries	536,573	527,073
802	Library, Pur. of Ser.	31,500	32,000

803	Library, Book & Periodicals	88,000	93,000

or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the 1996 Operating Budget adopted under Article 16 of the 1995 Annual Town Meeting and amended at the November 1995 Special Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items;

Line Item	Appropriation	Changing From	Changing To
102	Selectmen, Pur. of Ser.	$ 123,408	$120,408
206	Finance, Pur.of Ser.	$ 319,030	312,030
208	Finance, Capital Outlay	40,650	47,650
402	Police, Pur. of Ser.	46,221	56,221
403	Police, Expenses	99,667	89,667
406	Fire, Pur. of Ser.	45,213	50,213
407	Fire, Expense	155,570	150,570
410	Civil Defense, Pur. of Ser.	11,925	13,125
411	Civil Defense, Expense	3,075	1,875
507	Building Maint., Salaries	166,815	171,315
508	Building Maint., Pur. of Ser.	200,227	202,227
509	Building Maint., Expenses	50,970	51,470
603	Health, Expenses	7,550	6,950
604	Health, Capital Outlay	0	600
609	Youth Comm., Pur. of Ser.	2,140	2,890
610	Youth Comm., Expenses	2,650	1,900
801	Library, Salaries	536,573	527,073
802	Library, Pur. of Ser.	31,500	32,000
803	Library, Book & Periodicals	88,000	93,000;

or take any other action relative thereto.

A motion to continue the subject matter of Article 1 to a time certain, namely Monday, May 20, 1996 when the Special Town Meeting is called into session; as the first order of business, was offered by Mr. Paul Theodore Owens. The motion was presented and carried unanimously by voice vote.

ARTICLE 2: AMEND THE FISCAL YEAR 1996 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1996 Water Enterprise Fund Budget adopted under Article 17 of the 1995 Annual Town Meeting and amended at the November 1995 Special Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating new amounts; and by appropriating $40,000 from free cash to fund such additional amounts:

Line Item	Appropriation	Changing From	Changing To
901	Salaries	$472,549	$482,549
902	Purchase of Service	229,891	249,891
903	Expenses	151,255	161,255;

or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the 1996 Water Enterprise Fund Budget adopted under Article 17 of the 1995 Annual Town Meeting and amended at the November 1995 Special Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating new amounts; and by appropriating $40,000 from free cash to fund such additional amounts:

Line Item	Appropriation	Changing From	Changing To
901	Salaries	$472,549	$482,549
902	Purchase of Service	229,891	249,891
903	Expenses	151,255	161,255.

A motion to continue the subject matter of Article 2 to a time certain, namely Monday, May 20, 1996 when the Special Town Meeting is called into session; as the second order of business, was offered by Mr. Paul Theodore Owens. The motion was presented and carried by voice vote.

ARTICLE 3: AMEND THE FISCAL YEAR 1996 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1996 Sewer Enterprise Fund Budget adopted under Article 18 of the 1995 Annual Town Meeting and amended at the November 1995 Special Town Meeting; or take any other action relative thereto.

Unanimous consent was given to withdraw the subject matter of Article 3.

ARTICLE 4: AMEND MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT AGREEMENT

To see if the Town will vote to accept an amendment to the Agreement establishing the Minuteman Regional Vocational Technical School District ("Minuteman") drawn up by the Minuteman School Committee on March 5, 1996 which would permit the withdrawal of the Town of Carlisle from Minuteman; or take any other action relative thereto.

The Moderator announced that the Town of Boxborough voted against allowing the Town of Carlisle to withdraw from Minuteman and thus the subject is moot. The Moderator then announced the withdrawal of Article 4 by unanimous consent before any motions were placed on the floor.

Mr. Daniel P. Matthews, Selectmen, presented a brief explanation of why this article was put before Town Meeting. He also stated that unanimous consent of all towns was required in order for a town to withdraw from the Minutement Regional Vocational Technical School District.

ARTICLE 5: APPROPRIATE FOR NEWMAN SCHOOL REPAIRS

To see if the Town will vote to raise and appropriate the sum of $360,000 for reconstruction and making extraordinary repairs to the heating system at the Newman Elementary School; to

be spent under the direction of the Permanent Public Building Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to $360,000 for a period of up to 20 years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $360,000 for reconstruction and making extraordinary repairs to the heating system at the Newman Elementary School; to be spent under the direction of the Permanent Public Building Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to $360,000 for a period of up to 20 years under G.L. Chapter 44, Section 7.

Mr. Gerald A. Wasserman, Chairman, presented this proposal on behalf of the School Committee. He explained that the reconstruction and repairs to the heating system at the Newman Elementary School is essential.

Mr. Mark LaFleur, Director of Buildings and Grounds, School Department presented an overview of the six major areas of concern that could shut the school down during the heating season. Those areas include replacement of leaking underground steam piping, replacement of the boiler feed system, replacement of the fan room multi-zone duct connections, repair of the pneumatic control system, replacement of the boiler blow down system, and installation of motor starters in the fan rooms. With the new heating system and a reduction in repairs, Mr. LaFleur estimates savings of approximately $47,990. He urged support of this article.

Mr. James G. Healy, Chairman, advised that the Finance Committee voted in favor of this article.

After a brief discussion, a motion to move the previous question was offered by Mr. Frederick Waldman. The motion was presented and carried by voice vote.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 207 - No 2.

ARTICLE 6: ESTABLISH REVOLVING FUND - HOME COMPOSTING BIN ACCOUNT

To see if the Town will vote to establish a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E 1/2 of the General Laws for the revenues and expenditures associated with the sale of home composting bins including grant revenues from the Massachusetts Department of Environmental Protection; to authorize the Board of Selectmen through the Director of Public Works to expend money from such fund in fiscal year 1997 in the amount of $5,400 for the purchase of additional bins and related costs; or take any other action relative thereto.

MOVED: That the Town vote to establish a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E 1/2 of the General Laws for the revenues and expenditures associated with the sale of home composting bins including grant revenues from the Massachusetts Department of Environmental Protection; to authorize the Board of Selectmen through the Director of Public Works to expend money from such fund in fiscal year 1997 in the amount of $5,400 for the purchase of additional bins and related costs.

Mr. John H. Cogswell, Selectman, explained that the Town of Needham has received a grant from the Massachusetts Department of Environmental Protection for the sale of home compost bins which will be sold to residents at a cost of $15. He urged support of this article.

ACTION: The main motion was presented and carried unanimously by voice vote.

Mr. Paul Theodore Owens, Chairman, moved that the Special Town Meeting stand adjourned to Monday, May 20, 1996 and dissolved in memory of Christian H. Frederick, Jr. and Richard D. Burnham. The following Resolutions were offered by the Board of Selectmen:

RESOLUTION

In Memory of Christian H. Fredericks, Jr.

WHEREAS: Christian H. Frederick, Jr. served, with dedication, for 29 years as a Town Meeting Member; and

WHEREAS: Christian H. Fredericks, Jr. was an exemplary citizen, businessman, husband, and father; and

WHEREAS: Christian H. Fredericks was the Manager of the Accounting Department for Norfolk & Dedham Insurance Company until his retirement in 1991; and

WHEREAS: Mr. Fredericks was a communicant of Saint Joseph's Church, a member of the Needham Council Knights of Columbus and Nedham American Legion Post No. 14; and

WHEREAS: Christian H. Frederick was a past president and life member of the Needham Lions Club and was an active member and officer of the Administrative Management Society;

NOW, THEREFORE, BE IT RESOLVED by this body that this May 15, 1996 Special Town Meeting be dissolved in honor of the many civic contributions of Christian H. Fredericks, Jr., to the Town of Needham.

RESOLUTION

In Memory of Richard D. Burnham

WHEREAS: Richard D. Burnham was a resident of Needham for over 50 years and served with dedication for many years as a Town Meeting members; and

WHEREAS: He was husband of Anna (Mast) Burnham, father of Beverly Maeder of Switzerland; and a stepson Stephen Mast of New Hampshire; and

WHEREAS: Mr. Burnham was the president of the R. D. Burnham Real Estate Office in Needham for 45 years; and

WHEREAS: Mr. Burnham was a member of the Needham Rotary Club, Norfolk Lodge AF & AM in Needham and a member of the Congregational Church;

NOW, THEREFORE, BE IT RESOLVED by this body that this May 15, 1996 Special Town Meeting be dissolved in honor of the many civic contributions of Richard D. Burnham to the Town of Needham.

ACTION: Said resolutions were presented and carried unanimously by voice vote.

* * * * * *

The Moderator called the Annual Town Meeting to order, declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 33: APPROPRIATE FOR MITCHELL SCHOOL ADA COMPLIANCE

To see if the Town will vote to raise and appropriate $130,000 for remodeling and reconstructing necessary to improve and upgrade the handicapped accessibility at the Mitchell School; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow up to $130,000 for a period of up to 5 years, under G. L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate $130,000 for remodeling and reconstructing necessary to improve and upgrade the handicapped accessibility at the Mitchell School; to be spent under the direction of the Permanent Public Building Committee; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow up to $130,000 for a period of up to 5 years, under G. L. Chapter 44, Section 7.

A motion to refer the subject matter of this article back to the School Committee for further consideration was offered by Mr. Gerald A. Wasserman. The motion was presented and carried unanimously by voice vote.

ARTICLE 43: APPROPRIATE FOR SIDEWALK RECONSTRUCTION

To see if the Town will vote to raise and appropriate the sum of $25,000 to repair, repave or reconstruct certain sidewalks at various locations; said sum to be expended under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $25,000 for a period of up to five years. Under G. L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $25,000 to repair, repave or reconstruct certain sidewalks at various locations; said sum to be expended under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $25,000 for a period of up to five years. Under G. L. Chapter 44, Section 7.

Mr. Daniel P. Matthews, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that the $25,000 will be combined with funds left over from last year to repair the Linden Street and Walnut Street sidewalks. He noted that the Board is working toward a goal of $50,000 annual funding for this program.

Mr. Gerald R. Browne expressed concern that the Town is repairing sidewalks when the streets are full of pot holes.

Unanimous consent was given to allow Mr.Roger Stolte, Highway Superintendent and non-resident, to address Town Meeting. Mr. Stolte explained that his department has received 331 requests for berm damage repair this Spring . Due to illness and death, the department is falling behind.

ACTION; The main motion was presented and carried unanimously by voice vote.

ARTICLE 44: APPROPRIATE FOR POLLARD GROUNDS / GREENE'S FIELD

To see if the Town will vote to raise and appropriate the sum of $87,000 to reconstruct certain portions of the Pollard School grounds and Greene's field; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow up to $87,000 for a period of up to 15 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $87,000 to reconstruct certain portions of the Pollard School grounds and Greene's field; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow up to $87,000 for a period of up to 15 years, under G.L. Chapter 44, Section 7.

Mr. Paul Theodore Owens, Chairman, presented this proposal on behalf of the Board of Selectmen. He explained that all of the town's fields and grounds have been transferred to the Department of Public Works and that this is the second year of a five-year plan to upgrade the fields and grounds townwide.

In response to an inquiry from Lois C. Bacon, Mr. John Cusick, Superintendent of Parks, advised that his department is phasing in the care and upkeep of the school grounds and with five new employees, there is a need for a new truck to get around town.

In response to an inquiry from John E. Comando, Mr. Cusick advised that the former Superintendent of Building and Grounds did not have staff or equipment and that outside contracting is not available.

Mrs. Cynthia Conturie expressed concern with the use of herbicides.

Mr. James G. Healy, Chairman, advised that the Finance Committee supports this proposal and the vehicle replacement program.

Unanimous consent was given to allow Patricia Carey, Director of Park & Recreation and non-resident to address Town Meeting. Ms. Carey advised that the fees collected for field use is turned into the Town.

A motion to move the previous question was offered by Mr.

John F. Connell. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 192 - No 1.

ARTICLE 45: APPROPRIATE FOR MEMORIAL PARK VIEWING STANDS

To see if the Town will vote to raise and appropriate the sum of $97,000 to replace the portable athletic viewing stands at Memorial Park; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow up to $97,000 for a period of up to 15 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $97,000 to replace the portable athletic viewing stands at Memorial Park; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow up to $97,000 for a period of up to 15 years, under G.L. Chapter 44, Section 7.

A motion to amend was offered by Mr. Arthur M. Tiernan, Jr. that no bleachers be installed on Memorial Park hill as a matter of safety.

A motion to continue the subject matter of Article 45 to a time certain, namely Monday, May 20, 1996, to be the first business to come before the meeting when otherwise undisposed of business has been disposed of was offered by Mr. Ron Sockol.

Mr. Tiernan expressed concern that bleachers on the hill would be a danger to sledders and that the old bleachers collapsed because of water and catch basins under the hill. He suggested that bleachers would be more appropriate on the other, flat side of Memorial Park.

Mr. Sockol advised that the Board of Selectmen have concluded that if there is not funding for new stands, then there should be no stands. The existing stands are too old and no longer safe.

Mr. Robert Todd Pratt expressed concern that the proposed stands are a safety hazard as well as a monstrosity.

Mr. David C. Gerber concurred with Mr. Pratt and offered a motion to refer the subject matter of Article 45 back to the Memorial Park Trustees for further study. Mr. Tiernan supported Mr. Gerber's motion to refer.

Mr. Sockol noted that he would not submit any proposal that would create a safety or aesthetic problem.

Mr. Eugene S. McMorrow stated that he has enjoyed the view of Needham High School for many years and that the town can do without the stands. He further noted that if on Thanksgiving Day there are stands for 900 people, there will still be 9000 people standing.

Mr. John D. Marr, Jr., Selectman, advised that because of numerous concerns expressed tonight, it is imperative to refer the article back to the Trustees of Memorial Park.

In response to an inquiry from Mr. William J. Miles, Mr. John Cusick, Superintendent of Parks, Grounds & Forestry, stated that the bleachers are in 2-tiered sections and each time they are used, the Building Inspector inspects the structure.

A motion to move the previous question was offered by Mr. Frederick Waldman. The motion was presented and carried unanimously by voice vote.

Mr. Gerber's motion to refer was presented and carried unanimously by voice vote.

ARTICLE 46: APPROPRIATE FOR WATER METER REPLACEMENT - PHASE I

To see if the Town will vote to raise and appropriate the sum of $492,000 for the purchase and installation of water meters, to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $492,000 for a period up to 10 years under G.L. Chapter 44, Section 8; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $492,000 for the purchase and installation of water meters, to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $492,000 for a period up to 10 years under G.L. Chapter 44, Section 8.

Mr. John D. Marr, Jr., member, addressed this proposal on behalf of the Board of Selectmen. He explained that the water meters are old and need replacement. As the water meters age and wear, they tend to not register accurately. This water meter replacement proposal is a three-year project with one-third of the meters being replaced each year.

Mr. Martin L. B. Walter suggested the need for education on remote reading of water meters and questioned the need for readers to come to each resident.

Mr. Eugene S. McMorrow expressed concern with the cost of one-half million dollars per year.

Unanimous consent was given to allow Mr. James Courchaine, Superintendent of the Water & Sewer Division and non-resident, to address Town Meeting. Mr. Courchaine advised that there is a touchpad system available and those meters cost four times as much as the present meters.

Mr. John H. Cogswell, Selectman, explained that 30 percent of the water is not reported and subsequently paid for by the remaining residents of the Town. Meters have a life of ten to twelve years. The meters need to be replaced because of the percentage not reported.

In response to Mr. Russell S. Broad, Jr. regarding his concern about the need to replace large leaks in town pipes, Mr. Courchaine advised that his staff walk the town pipes yearly and find the leaks.

After a brief discussion, a motion to move the previous question was offered by Mr. Gerald R. Browne. The motion was presented and carried by voice vote.

ACTION: The main motion was presented, but it failed to pass by voice vote.

At 11:17 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Monday, May 20, 1996 at 7:30 P.M. at the Newman Elementary School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE,
Town Clerk

* * * * * *

ADJOURNED ANNUAL TOWN MEETING

Monday, May 20, 1996

Pursuant to adjournment of the Annual Town Meeting held May 15, 1996, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Monday, May 20, 1996, at 7:30 P.M.

Check lists were used and 267 voters were checked on the list as being present, including 228 Town Meeting Members and 25 guests of the Moderator.

At the designation of Rev. Mark A. Fowler, President of the Needham Clergy Association, Rev. Richard A. Horner, Pastor, Grace Lutheran Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Mr. Paul Theodore Owens, Chairman, Board of Selectmen, moved that the Annual Town Meeting stand adjourned until such time that the Special Town Meeting, adjourned to Monday, May 20, 1996 as the first order of business, is either adjourned or dissolved. It was so voted unanimously.

* * * * * *

ADJOURNED SPECIAL TOWN MEETING

May 20, 1996

Pursuant to adjournment of the Special Town Meeting held May 15, 1996, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Monday, May 20, 1996.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 1: AMEND THE FISCAL YEAR 1996 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1996 Operating Budget adopted under Article 16 of the 1995 Annual Town Meeting and amended at the November 1995 Special Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items;

Line Item	Appropriation	Changing From	Changing To
102	Selectmen, Pur. of Ser.	$ 123,408	$120,408
206	Finance, Pur. of Ser.	$ 319,030	312,030
208	Finance, Capital Outlay	40,650	47,650
402	Police, Pur. of Ser.	46,221	56,221
403	Police, Expenses	99,667	89,667
406	Fire, Pur. of Ser.	45,213	50,213
407	Fire, Expense	155,570	150,570
410	Civil Defense, Pur. of Ser.	11,925	13,125
411	Civil Defense, Expense	3,075	1,875
507	Building Maint., Salaries	166,815	171,315
508	Building Maint., Pur. of Ser.	200,227	202,227
509	Building Maint., Expenses	50,970	51,470
603	Health, Expenses	7,550	6,950
604	Health, Capital Outlay	0	600
609	Youth Comm., Pur. of Ser.	2,140	2,890
610	Youth Comm., Expenses	2,650	1,900
801	Library, Salaries	536,573	527,073
802	Library, Pur. of Ser.	31,500	32,000
803	Library, Book & Periodicals	88,000	93,000

or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the 1996 Operating Budget adopted under Article 16 of the 1995 Annual Town Meeting and amended at the November 1995 Special Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items;

Line Item	Appropriation	Changing From	Changing To
102	Selectmen, Pur. of Ser.	$ 123,408	$120,408
206	Finance, Pur. of Ser.	$ 319,030	312,030
208	Finance, Capital Outlay	40,650	47,650
402	Police, Pur. of Ser.	46,221	56,221
403	Police, Expenses	99,667	89,667
406	Fire, Pur. of Ser.	45,213	50,213
407	Fire, Expense	155,570	150,570
410	Civil Defense, Pur. of Ser.	11,925	13,125
411	Civil Defense, Expense	3,075	1,875
507	Building Maint., Salaries	166,815	171,315
508	Building Maint., Pur. of Ser.	200,227	202,227
509	Building Maint., Expenses	50,970	51,470
603	Health, Expenses	7,550	6,950

604	Health, Capital Outlay	0	600
609	Youth Comm., Pur. of Ser.	2,140	2,890
610	Youth Comm., Expenses	2,650	1,900
801	Library, Salaries	536,573	527,073
802	Library, Pur. of Ser.	31,500	32,000
803	Library, Book & Periodicals	88,000	93,000.;

or take any other action relative thereto.

Mr. James G. Healy, Chairman, Finance Committee advised that the purpose of this article is to reconfigure certain line items in the FY96 budget. There is no increase or decrease in the budget.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 2: AMEND THE FISCAL YEAR 1996 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1996 Water Enterprise Fund Budget adopted under Article 17 of the 1995 Annual Town Meeting and amended at the November 1995 Special Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating new amounts; and by appropriating $40,000 from free cash to fund such additional amounts:

Line Item	Appropriation	Changing From	Changing To
901	Salaries	$472,549	$482,549
902	Purchase of Service	229,891	249,891
903	Expenses	151,255	161,255;

or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the 1996 Water Enterprise Fund Budget adopted under Article 17 of the 1995 Annual Town Meeting and amended at the November 1995 Special Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating new amounts; and by appropriating $40,000 from free cash to fund such additional amounts:

Line Item	Appropriation	Changing From	Changing To
901	Salaries	$472,549	$482,549
902	Purchase of Service	229,891	249,891
903	Expenses	151,255	161,255.

Mr. James G. Healy, Chairman, Finance Committee stated that this article is a little different in that it contains a $40,000 increase from three line items needed for emergency water main breaks. The good news is that it will actually be paid back from revenue in the FY97 Water Enterprise Fund.

ACTION: The main motion was presented and carried unanimously by voice vote.

The Moderator announced that two Resolutions dissolving the Special Town Meeting had been unanimously adopted on May 15, 1996.

At 7:45 P.M. Mr. Paul Theodore Owens moved that the Special Town Meeting is dissolved and it was so voted unanimously.

* * * * * *

The Moderator called the Annual Town Meeting to order, declared a quorum to be present, and asked the Town Clerk to so record.

ARTICLE 47: APPROPRIATE FOR WATER SUPPLY TREATMENT PLANT

To see if the Town will vote to raise and appropriate the sum of $3,000,000 for the engineering, design, construction and equipment, including the preparation of plans and specifications for a water supply treatment facility; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $3,000,000 for a period of up to 30 years under G.L. Chapter 44, Section 8; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $3,000,000 for the engineering, design, construction and equipment, including the preparation of plans and specifications for a water supply treatment facility; to be spent under the direction of the Permanent Public Building Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to $3,000,000 for a period of up to 30 years under G.L. Chapter 44, Section 8.

Mr. John H. Cogswell, Jr., Selectman, addressed this proposal on behalf of the Board of Selectmen. He advised that this is a discussion on the plumbing problems of the Town. Budgetary problems have been solved by selling capital items, deferrals, and postponements. The time has come to address the Master Plan for the town's plumbing system which calls, in part, for the construction of a water supply treatment plant in order to reduce the acidity level, reduce the manganese level, and to reopen well #3. He also noted that 24% of the water usage in not being recorded.

After a lengthy discussion, a motion to move the previous question was offered by Mr. Thomas M. Harkins. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 211 - No 2.

ARTICLE 48: APPROPRIATE FOR SEWER SYSTEM REHABILITATION THROUGH MWRA LOAN PROGRAM

To see if the Town will vote to appropriate $553,300 for the engineering, construction or reconstruction of sewers, sewerage systems and sewage disposal facilities, consisting of infiltration/inflow improvements; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $553,300 under G.L. Chapter 44, Section 7(1); that the Treasurer with the approval of the Selectmen is authorized to borrow all or a portion of the amount from the Massachusetts Water Resources Authority ("MWRA") and in connection therewith to enter into a loan

agreement and/or security agreement with the MWRA with respect to such loan; and that the Selectmen be authorized to contract for and expend any federal, state or other aid available for the project, including any grant related to such project from the MWRA; or take any other action relative thereto.

MOVED: That the Town vote to appropriate $553,300 for the engineering, construction or reconstruction of sewers, sewerage systems and sewage disposal facilities, consisting of infiltration/inflow improvements; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $553,300 under G.L. Chapter 44, Section 7(1); that the Treasurer with the approval of the Selectmen is authorized to borrow all or a portion of the amount from the Massachusetts Water Resources Authority ("MWRA") and in connection therewith to enter into a loan agreement and/or security agreement with the MWRA with respect to such loan; and that the Selectmen be authorized to contract for and expend any federal, state or other aid available for the project, including any grant related to such project from the MWRA.

Mr. John H. Cogswell, Jr., Selectman, advised that the Board of Selectmen urges support of this proposal in an effort to correct infiltration/inflow problems in the sewer system.

In response to an inquiry from Mr. Martin L. B. Walter, Mr. Cogswell stated that the Department of Public Works has moved from being the contractor to being the oversight contractor.

After a brief discussion, a motion to move the previous question was offered by Mr. Ford H. Peckham. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 49: APPROPRIATE FOR SEWER SYSTEM REHABILITATION DESIGN

To see if the Town will vote to raise and appropriate the sum of $50,000 to rehabilitate certain portions of the sanitary sewer system, including engineering services; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow up to $50,000 for a period of up to 30 years under G.L. Chapter 44, Section 8; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $50,000 to rehabilitate certain portions of the sanitary sewer system, including engineering services; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to $50,000 for a period of up to 30 years under G.L. Chapter 44, Section 7.

Mr. John H. Cogswell, Jr., Selectman, urged support of the proposal on behalf of the Board of Selectmen.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 50: APPROPRIATE FOR EPA STORM WATER DISCHARGE INVESTIGATION

To see if the Town will vote to raise and appropriate the sum of $100,000 for a storm water discharge engineering analysis and reconstruction; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $100,000 for a period of up to 30 years, under G.L. Chapter 44, Section 8; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $100,000 for a storm water discharge system engineering analysis and reconstruction of said system, to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to $100,000 for a period of up to 30 years, under G.L. Chapter 44, Section 7.

Mr. John H. Cogswell, Jr., Selectman, advised that the third aspect of the town's plumbing system is a separate system altogether - the storm water discharge system. He explained that the town is under EPA order to investigate the water discharge flows and pinpoint the sources of contamination in order to correct the problems.

ACTION: The main motion was presented and carried unanimously by voice vote.

A motion to reconsider Artice 46 was offered by Mr. John H. Cogswell, Jr. He explained that this article is the first of three articles to replace the first 2900 water meters in town. Mr. Cogswell stated that 24% of the metered water is not being recorded and is being subsidized by the rest of the residents.

After a brief discussion, a motion to move the previous question was offered by Mr. Frederick Waldman. The motion was presented and carried by voice vote.

Mr. Cogswell's motion to reconsider was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 115 - No 98.

ARTICLE 46: APPROPRIATE FOR WATER METER REPLACEMENT - PHASE I

To see if the Town will vote to raise and appropriate the sum of $492,000 for the purchase and installation of water meters, to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $492,000 for a period up to 10 years under G.L. Chapter 44, Section 8; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $492,000 for the purchase and installation of water meters, to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to $492,000 for a period up to 10 years under G.L. Chapter 44, Section 8.

Mr. Daniel P. Matthews, Selectman, explained that this article is a bonding item and required a two-thirds vote. The cost of replacing all the water meters in the town is $1.5 million to be completed over a three-year period. The water meters to be installed in the first year are the bulk of the under-performers. These meters

are also losing revenue. In addition these meters also measure the sewer usage. Water/sewer billing totals almost $6 million per year and 30% is not being recorded. The Board of Selectmen is trying to address all the water/sewer problems and recommends adoption of this article.

Mr. James Hugh Powers advised that the Town Meeting faces an important issue of integrity in that the residents expect fairly administered tax and user bills.

Mr Neil O. Alper expressed concern on the fairness of replacing only one-third of the water meters and forcing those with new meters to pay more.

After a brief discussion, a motion to move the previous question was offered by Mr. William R. Dermody. The motion was presented and carried by voice vote.

ACTION: The mian motion was presented, but it failed to pass by the required two-thirds vote. The hand count was Yes 140 - No 74.

At this time, Meg Hale rose to request a roll call vote which requires twenty-five Town Meeting Members under Article 1, Section 1.4 of the General By-Laws of the Town of Needham. The Moderator stated that only nineteen Town Meeting Members rose to request a roll call and declared the article dispose of.

After the evening break, a motion to advance Article 63 to be the next item of business was offered by Mr. Frederick Waldman. Unanimous consent was given to advance Article 63.

ARTICLE 63: **AMEND ZONING BY-LAW SECTION 4.1 - DIMENSIONAL REGULATIONS (HEIGHT/SETBACK LIMITATION EXCEPTION)**

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 4.1, Basic Requirements, by inserting the following new Section 4.1.6

"Section 4.1.6, Height and Setback Limitation Exception

Utility poles erected by or for any municipal or appointed or elected board or commission on public property for recreational purposes to a maximum height of eighty (80) feet and a maximum front, rear or side setback limit of five (5) feet."

or take any other action relative thereto.

MOVED: That the Town vote amend the Needham Zoning By-Law as follows:

1. In Section 4.1, Basic Requirements, by inserting the following new Section 4.1.6

"Section 4.1.6, Height and Setback Limitation Exception

Utility poles erected by or for any municipal or appointed or elected board or commission on public property for recreational purposes to a maximum height of eighty (80) feet and a maximum front, rear or side setback limit of five (5) feet."

A motion to amend was offered by Mr. Frank S. Gallello to strike the word "maximum" and insert in place thereof the word "minimum" and to delete the word "limit" after the word "setback".

A motion to amend was offered by Mr. Irwin S. Silverstein in Section 4.1, Basic Requirements, by inserting the following new Section 4.1.6:

"Section 4.1.6, Height and Setback Limitation Exception

Utility poles may be erected by or for the town on public property for recreational purposes up to a maximum height of eighty (80) feet and a minimum front, rear or side setback of five (5) feet, upon the issuance of a special permit by the Board of Appeals under Section 7.5 of this by-law.

A motion to amend was offered by Mr. Arthur M. Tiernan, Jr. to exclude Memorial Park from this article.

A motion to amend was offered by Mr. Frank S. Gallello in Section 4.1, Basic Requirements, by inserting the following new Section 4.1.6 as follows:

"Section 4.1.6, Height and Setback Limitation Exception

Utility poles erected by or for any municipal or appointed or elected board or commission on public property for recreational purposes to a maximum height of eight (80) feet and a minimum front, rear or side setback of five (5) feet, provided, prior to the approval by any municipal or appointed or elected board or commission of the installation on public property of utility poles for recreational purposes, said board or commission shall hold a public hearing thereon. Notice of the hearing shall be given by publication in a newspaper of general circulation in the Town once in each of two successive weeks, the first publication to be not less than fourteen days before the day of the hearing and by posting said notice in the Town Hall for a period of not less than fourteen days before the day of the hearing. Notice shall also be sent not less than fourteen days before the day of the hearing by mail, postage prepaid, to parties in interest, including the abutters, owners of land directly opposite on any public or private street or way adjoining the public property, owners of land within three hundred (300) feet of the property line of the public property including owners of land in another municipality within three hundred (300) feet all as they appear on the most recent tax lists. The Town assessors shall certify to the board or commission the names and addresses of the abutters.

The following motion to refer was offered by Mr. Paul H. Attridge:

The subject matter of Article 63 for further study by a "Recreational Parks, Fields and Ponds Committee" consisting of nine (9) members:

One (1) member of the Board of Selectmen;

One (1) Trustee of Memorial Park;

The Director of the Park & Recreation Commission;

Three (3) representatives from groups who use the facilities, *to be appointed by the Park and Recreation Commission;* and

Three (3) representatives from neighborhoods where fields or parks are located, none of whom are officials or voting members of a sport or athletic association using such facilities, *to be appointed by the Moderator*.;

said committee to report back to the next Annual Town Meeting or sooner; or take any action thereof.

A motion to amend was offered by Mrs. Betsy M. Tedoldi to add after the words "five (5) feet" the words "in acting on such application, the Board of Appeals shall consider the criteria for Special Permit under Section 7.5.2" and after "Section 4.1.6, Height and Setback Limitation Exception" the words "By Special Permit".

Unanimous consent was given to vote Article 63 by secret ballot and to exclude the names of speakers during discussion.

Proponents, opponents, and Town Meeting Members addressed this proposal. A proponent explained that there are over 60 Little League teams as well as hockey, basketball, and soccer teams. This article is not about lights, but the youth of the town. The reality of the lights is that no town money will be spent for lights and the gift of lights must be approved by the Board of Selectmen. In addition, the Board of Selectmen can refuse the gift.

An opponent publicly condemned the actions of the individual who harassed and threatened Town Meeting Members. The opponent suggested that a public hearing is not the answer and favored a study committee noting that several towns have created committees to study this same problem.

One individual suggested that the Board of Appeals is trained to handle these issues and that the mechanisms are already in place.

A member of the Planning Board opposed the amendment requiring a Special Permit from the Board of Appeals indicating that this is not a zoning issue and should be handled by the elected Park & Recreation Commission who manages the parks and fields of the town. If an individual does not approve of the actions of an elected official, that elected official can be voted out of office.

A member of the Park & Recreation Commission stated that the Commission voted uanimously to support Article 63 and the amendments. The Commission advocates holding public hearings and will follow the decision of Town Meeting.

Another opponents expressed concern with due process and suggested that there should be an assessment of needs and consequences before any decisions are made. Another concern was the cost of increased town services such as police and trash removal.

After a brief discussion, a motion to move the previous question was offered by Mr. Thomas M. Alpert. The motion was presented and carried by voice vote.

Mr. Attridge's motion to refer was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, but it failed to pass by a count of hands. The hand count was Yes 73 - No 125.

Mr. Gallello's motion to amend was presented and it carried by voice vote.

Mrs. Tedoldi's motion to amend was presented, but it failed to pass by voice vote.

Mr. Silverstein's motion to amend was presented, but it failed to pass by voice vote.

Mr. Tiernan's motion to amend was presented, but it failed to pass by voice vote.

ACTION: The main motion, as amended, was voted by secret ballot, and it failed to pass by the required two-thirds vote. The Ballot Cast vote was Yes 110 - No 99. The Discarded Ballot vote was Yes 99 - No 110.

At 12:25 A.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Wednesday, May 22, 1996 at 7:30 P.M. at the Newman Elementary School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE
Town Clerk

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ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 22, 1996

Pursuant to adjournment of the Annual Town Meeting held May 20, 1996, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Wednesday, May 22 1996, at 7:30 P.M.

Check lists were used and 243 voters were checked on the list as being present, including 220 Town Meeting Members.

At the designation of Rev. Mark A. Fowler, President of the Needham Clergy Association, Rev. Francis D. Garrity, Pastor, St. Bartholomew Parish, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 51: APPROPRIATE FOR TRANSFER TRAILER REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of $31,000 for the purchase of a solid waste transfer trailer; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow up to $31,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $31,000 for the purchase of a solid waste transfer trailer; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow up to $31,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7.

Mr. William M. Powers, Selectman, addressed this proposal

on behalf of the Board of Selectmen. He explained that the trailers are engineered to push the trash out of the trailer and that the town has five of these trailers.

Mr. Foster S. Crook advised that he understood that these trailers have a life expectancy of 4 years and questioned why the bonding proposal is for five years. In response, Mr. James G. Healy, Chairman, Finance Committee, explained that after four or five years, the trailer is then used as a holding bin for a couple of years.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 52 was previously withdrawn on May 6, 1996.

ARTICLE 53: APPROPRIATE FOR LANDFILL ENGINEERING

To see if the Town will vote to raise and appropriate $70,000 for engineering services to comply with the Massachusetts Department of Environmental Protection requirements to close the sanitary landfill; to be spent under the direction of the Board of Selectmen; said sum to be raised from the Landfill Reserve Account; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate $70,000 for engineering services to comply with the Massachusetts Department of Environmental Protection requirements to close the sanitary landfill; to be spent under the direction of the Board of Selectmen; said sum to be raised from the Landfill Reserve Account.

Mr. William M. Powers, Selectman, addressed this proposal on behalf of the Board of Selectmen.

In response to an inquiry from Mr. Foster S. Crook, Mr. Paul Theodore Owens, Chairman, Board of Selectmen, explained that the town entered into a short-term commercial and demolition debris program in which the town collected tipping fees which go into a separate fund to be used toward closing the landfill. Because the program was successful, the program will continue. The landfill must close by December 31, 1997 and will require a clay pack. The cost is estimated at 5 to 6 million dollars.

Mr. Ron Sockol expressed concern that the town was only collecting $20 per ton while other towns collect more money. According to Mr. Owens, the town is also receiving the services of a contractor.

Mrs. Cynthia Conturie expressed concern that hazardous materials were going into the landfill.

In response to an inquiry from Mr. Daniel P. Messing, Mr. James G. Healy advised that there are approximately six small accounts that are 'off budget' as well as the Finance Committee Reserve Account.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 54: APPROPRIATE FOR MUNICIPAL PARKING LOT IMPROVEMENTS

To see if the Town will vote to raise and appropriate $75,000 to renovate Chapel Street and Eaton Square municipal parking lots; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Town will appropriate $35,000 from the parking meter fund and $40,000 from the tax levy; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate $35,000 to renovate Chapel Street and Eaton Square municipal parking lots to be spent under the direction of the Board of Selectmen; said sum to be raised from the Parking Meter Fund.

Mr. William M. Powers, Selectmen, explained that the Chapel Street and Eaton Square parking lots have been patched and repatched and now need to be resurfaced.

In response to an inquiry from Mrs. Meg Hale regarding any future plans for a garage, Mr. John D. Marr, Jr., Selectman, advised that he was going to ask Town Meeting to continue the Parking Facilities Study Committee and that the Committee could come back with a report and recommendation.

After a brief discussion, a motion to move the previous question was offered by Mr. John F. Milligan. The motion was presented and carried by voice vote.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 55 was previously withdrawn on May 6, 1996.

ARTICLE 56: APPROPRIATE FOR NEW DEBT SERVICE

To see if the Town will vote to raise and appropriate the sum of $42,270 from the tax levy for the payment of interest on debt in fiscal year 1997 for capital projects approved at the 1996 Annual Town Meeting; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $42,270 from the tax levy for the payment of interest on debt in fiscal year 1997 for capital projects approved at the 1996 Annual Town Meeting.

A motion to amend to change the sum of $42,270 to $36,766. was offered by Mr. Paul O'Connor. Mr. O'Connor's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of $36,766 from the tax levy for the payment of interest on debt in fiscal year 1997 for capital projects approved at the 1996 Annual Town Meeting.

ARTICLE 57: RESCIND BOND AUTHORIZATIONS

To see if the Town will vote to rescind a part or all of the following authorizations to borrow funds, which were approved in prior years, where the purposes of the borrowing have been completed and/or it was unnecessary to borrow the full amount approved;

Article 50,	1988 ATM (Ambulance)	$3,000
Article 22,	1989 ATM (Sewer Main Construction)	$250,000
Article 33,	1992 ATM (Pumping Station)	$40,000
Article 35,	1992 ATM (Oil Tank Replacement)	$83,000
Article 24,	1993 ATM (Pumping Station)	$40,000
Article 42,	1994 ATM (Pumping Station)	$50,000
Article 2,	November 1994 STM (MWRA Sewer System Loan)	$361,275;

or take any other action relative thereto.

MOVED: That the Town vote to rescind a part or all of the following authorizations to borrow funds, which were approved in prior years, where the purposes of the borrowing have been completed and/or it was unnecessary to borrow the full amount approved;

Article 50,	1988 ATM (Ambulance)	$3,000
Article 22,	1989 ATM (Sewer Main Construction)	$250,000
Article 33,	1992 ATM (Pumping Station)	$40,000
Article 35,	1992 ATM (Oil Tank Replacement)	$83,000
Article 24,	1993 ATM (Pumping Station)	$40,000
Article 42,	1994 ATM (Pumping Station)	$50,000
Article 2,	November 1994 STM (MWRA Sewer System Loan)	$361,275.

Mr. Paul Theodore Owens, Chairman, addressed this proposal on behalf of the Board of Selectmen. He explained that these amounts are over and above the amount required for the actual bonding.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 58: AMEND ZONING BY-LAW - DEFINITION OF SETBACK

To see if the Town will vote to amend the Zoning By-Law, Section 1.3 Definitions, by adding language to the definition of the word "Setback" so that the entire section shall read as follows (new language underlined):

"Setback - front, side and rear - the minimum horizontal distance from a street line or a lot line, as the case may be, to any part of a building or structure, including overhang but not uncovered steps, fences or awnings. Notwithstanding the above, in the Business, Chestnut Street Business, Center Business, Avery Square Business, Neighborhood Business, and Hillside Avenue Business districts, the following exemptions shall apply: (i) eaves, cornices, friezes, and architraves shall not be regarded in the computation of the setback to the extent that they do not intrude into the setback area by more than one and one-half (1.5) feet, are a minimum of twelve (12) feet above the mean grade level at the facade on which the encroachment occurs, and have a cumulative area of not more than ten (10) percent of the wall area of the facade on which the encroachment occurs; and (ii) pilasters and columns shall not be regarded in the computation of the setback to the extent that they do not intrude into the setback area by more than one-half (.5) foot, are ornamental and non-structural in nature, and have a cumulative width of not more than five (5) percent of the length of the facade on which the encroachment occurs. In measuring the required setback from any street line, the applicable minimum front setback requirement shall be used."

or take any other action relative thereto.

MOVED: That the Town vote to amend the Zoning By-Law, Section 1.3 Definitions, by adding language to the definition of the word "Setback" so that the entire section shall read as follows (new language underlined):

"Setback - front, side and rear - the minimum horizontal distance from a street line or a lot line, as the case may be, to any part of a building or structure, including overhang but not uncovered steps, fences or awnings. Notwithstanding the above, in the Business, Chestnut Street Business, Center Business, Avery Square Business, Neighborhood Business, and Hillside Avenue Business districts, the following exemptions shall apply: (i) eaves, cornices, friezes, and architraves shall not be regarded in the computation of the setback to the extent that they do not intrude into the setback area by more than one and one-half (1.5) feet, are a minimum of twelve (12) feet above the mean grade level at the facade on which the encroachment occurs, and have a cumulative area of not more than ten (10) percent of the wall area of the facade on which the encroachment occurs; and (ii) pilasters and columns shall not be regarded in the computation of the setback to the extent that they do not intrude into the setback area by more than one-half (.5) foot, are ornamental and non-structural in nature, and have a cumulative width of not more than five (5) percent of the length of the facade on which the encroachment occurs. In measuring the required setback from any street line, the applicable minimum front setback requirement shall be used."

Mr. David C. Gerber, member, addressed this proposal on behalf of the Planning Board. He explained that this is a good zoning article which will benefit the town and cost no money.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 59: AMEND ZONING BY-LAW - CONDITIONS FOR APPROVAL OF A SPECIAL PERMIT

To see if the Town will vote to amend the Zoning By-Law as follows:

1. In Section 7.5.2 Special Permits, Subsection 7.5.2.2 Conditions for Approval of a Special Permit, by inserting a new paragraph (e), to read as follows:

   "e) provision of a greater number of parking spaces or loading bays with estimates based on the ITE Parking Generation Manual, 2nd Edition, or an alternative technical source determined by the Board of Appeals to be equally or more applicable, but only in such cases that the Board of Appeals makes a finding that the proposed use generates parking demand in excess of that required by the By-Law."

2. In Section 7.5.2 Special Permits, Subsection 7.5.2.2 Conditions for Approval of a Special Permit, by redesignating existing paragraph (e) as paragraph (f), existing paragraph (f) as paragraph (g), existing paragraph (g) as paragraph (h), and existing paragraph (h) as paragraph (i).

or take any other action relative thereto.

MOVED: That the Town vote to amend the Zoning By-Law as follows:

1. In Section 7.5.2 Special Permits, Subsection 7.5.2.2 Conditions for Approval of a Special Permit, by inserting a new paragraph (e), to read as follows:

"e) provision of a greater number of parking spaces or loading bays consistent with estimates based on the ITE Parking Generation Manual, 2nd Edition, or an alternative technical source determined by the Board of Appeals to be equally or more applicable, but only in such cases that the Board of Appeals makes a finding that the proposed use generates parking demand in excess of that required by the By-Law."

2. In Section 7.5.2 Special Permits, Subsection 7.5.2.2 Conditions for Approval of a Special Permit, by redesignating existing paragraph (e) as paragraph (f), existing paragraph (f) as paragraph (g), existing paragraph (g) as paragraph (h), and existing paragraph (h) as paragraph (I).

Mrs. Debra G. Bailin, Chairman, addressed this proposal on behalf of the Planning Board. She advised that under the present Zoning By-Law, the Planning Board can use discretion to reduce parking, but this proposal would allow the Planning Board the discretion to require additional parking spaces.

ACTION; The main motion was presented and carried unanimously by voice vote.

ARTICLE 60: AMEND ZONING BY-LAW - OFF-STREET PARKING REQUIREMENTS

To see if the Town will vote to amend the Zoning By-Law, Section 5.1.2 Required Parking, by adding the following underlined language to the first paragraph thereof so that it shall read as follows (new language underlined):

"In the event that the Building Inspector is unable to determine if a particular use relates to any use within the table of 'Required Parking' (Section 5.1.2), the Planning Board shall recommend to the Building Inspector a reasonable number of spaces to be provided based on the expected parking needs of occupants, users, guests, or employees of the proposed business, with said recommendations based on the ITE Parking Generation Manual, 2nd Edition, or an alternative technical source determined by the Planning Board to be equally or more applicable."

or take any other action relative thereto.

MOVED: That the Town vote to amend the Zoning By-Law, Section 5.1.2 Required Parking, by adding the following underlined language to the first paragraph thereof so that it shall read as follows (new language underlined):

"In the event that the Building Inspector is unable to determine if a particular use relates to any use within the table of 'Required Parking' (Section 5.1.2), the Planning Board shall recommend to the Building Inspector a reasonable number of spaces to be provided based on the expected parking needs of occupants, users, guests, or employees of the proposed business, with said recommendations based on the ITE Parking Generation Manual, 2nd Edition, or an alternative technical source determined by the Planning Board to be equally or more applicable."

Mrs. Devra G. Bailin, Chairman, Planning Board, advised that this zoning amendment would allow for standards or guidelines which is not currently allowed under the present Zoning By-Law.

Mr. Gary Uhl expressed concern that the ITE Parking Generation Manual is too liberal and indicated that the town needs standards which are acceptable to this geographic location.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 61: AMEND ZONING BY-LAW - SCHEDULE OF USE REGULATIONS RELATIVE TO OFFICE USE IN THE CENTER BUSINESS DISTRICT

To see if the Town will vote to amend the Zoning By-Law as follows:

1. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by deleting the row which reads "Craft, consumer, professional or commercial service establishment dealing directly with the general public and not enumerated elsewhere in this section" and replacing it with the following:

"Craft, consumer or commercial service establishment dealing directly with the general public and not enumerated elsewhere in this section."

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Theatres and indoor moving picture shows; pool and billiard rooms" a new entry which shall read as follows:

"USE	B	CSB	CB	ASB	HAB
Real estate sales or rental services....Y		Y	Y	Y	Y
Travel agency, insurance agency, or ticket agency.....Y		Y	Y	Y	Y"

or take any other action relative thereto.

MOVED: That the Town vote to amend the Zoning By-Law as follows:

1. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by deleting the row which reads "Craft, consumer, professional or commercial service establishment dealing directly with the general public and not enumerated elsewhere in this section" and replacing it with the following:

"Craft, consumer or commercial service establishment dealing directly with the general public and not enumerated elsewhere in this section."

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Theatres and indoor moving picture shows; pool and billiard rooms" a new entry which shall read as follows:

"USE	B	CSB	CB	ASB	HAB
Real estate sales or rental services....	Y	Y	Y	Y	Y
Travel agency, insurance agency, or ticket agency.....	Y	Y	Y	Y	Y".

Mr. Paul Killeen, Planning Board member, explained that this article deletes the word "professional" which was originally included in the first section and, thus, restricts office use by a professional to the second floor in the Center Business District. The second portion of this article adds a new entry to the Schedule of Use Regulations.

Mr. Ronald Ruth questioned why professional office use on the first floor is not acceptable. Mr. Killeen indicated that retail uses feed on one another. If this does not happen, one-by-one the uses get taken over by marginal uses and then the town loses its retail business.

Suzanne D. Hughes opposed this article indicating that we do have retail offices.

Dr. Jonathan M.Davis also opposed this article indicating that he would like to be able to have his dental practice on the first floor.

After a brief discussion, a motion to move the previous question was offered by Mr. Frederick Waldman. The motion was presented and carried by voice vote.

ACTION: The main motion which requires a two-thirds vote was presented, but the Moderator was in doubt as to the voice vote. The following Town Meeting Member was sworn in as Teller by the Moderator: Ann DerMarderosian. The motion was again presented, but it failed to pass by a count of hands. The hand count was Yes 135 - No 72.

ARTICLE 62: AMEND ZONING BY-LAW - SCHEDULE OF USE REGULATIONS RELATIVE TO MEDICAL CLINIC USE IN THE CENTER BUSINESS DISTRICT

To see if the Town will vote to amend the Zoning By-Law, Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by revising the row "Medical clinic" and its accompanying entries so that it shall read as follows (new language underlined):

"USE	B	CSB	CB	ASB	HAB
Medical clinic.....	SP	SP	SP*	SP	SP"

*Allowed on second floor only

or take any other action relative thereto.

MOVED: That the Town vote to amend the Zoning By-Law, Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by revising the row "Medical clinic" and its accompanying entries so that it shall read as follows (new language underlined):

"USE	B	CSB	CB	ASB	HAB
Medical clinic.....	SP	SP	SP*	SP	SP"

*Allowed on second floor only".

Mr. David W. Kunhardt, member, Planning Board, advised that this article prohibits medical clinics on the ground floor.

A motion to refer Article 62 back to the Planning Board for further study was offered by Mr. David W. Kunhardt. He explained that the Planning Board has received a grant from the Deaconess-Glover Hospital for this purpose. Mr. Kunhardt's motion to refer was presented and carried by voice vote.

ARTICLE 63 was previously voted on May 20, 1996. The Article failed to pass by the required two-thirds vote.

ARTICLE 64: AMEND GENERAL BY-LAW, SECTION 9.2.2.6

To see if the Town will vote to amend Section 9.2.2.6 of the General By-laws by deleting paragraph 9.2.2.6.D. in its entirety and replacing it with a new paragraph 9.2.2.6.D. and adding a new paragraph 9.2.2.6.E. as follows:

"D. Regulation Affecting Smoking and the Sale and Distribution of Tobacco in Needham Article 1 Section 1.6 Retail Sale of Tobacco Products

Enforcement Agent: Health Director, Sanitarian, Tobacco Control Program Director, or Public Health Nurse

Fine Schedule:
first offense - warning
second offense - one hundred dollars ($100)
third offense - two hundred dollars ($200)
fourth and subsequent offenses - three hundred dollars ($300)."

"E. All Other Board of Health Regulations

Enforcement Agent: Health Director, Sanitarian, Tobacco Control Program Director, or Public Health Nurse

Fine Schedule:
first offense - warning
second offense - twenty dollars ($20)
third and subsequent offenses - fifty dollars ($50)."

or take any other action relative thereto.

MOVED: That the Town vote to amend Section 9.2.2.6 of the General By-laws by deleting paragraph 9.2.2.6.D. in its entirety and

replacing it with a new paragraph 9.2.2.6.D. and adding a new paragraph 9.2.2.6.E. as follows:

"D. Regulation Affecting Smoking and the Sale and Distribution of Tobacco in Needham Article 1 Section 1.6 Retail Sale of Tobacco Products

Enforcement Agent: Health Director, Sanitarian, Tobacco Control Program Director, or Public Health Nurse

Fine Schedule:
first offense - warning
second offense - one hundred dollars ($100)
third offense - two hundred dollars ($200)
fourth and subsequent offenses - three hundred dollars ($300)."

"E. All Other Board of Health Regulations

Enforcement Agent: Health Director, Sanitarian, Tobacco Control Program Director, or Public Health Nurse

Fine Schedule:
first offense - warning
second offense - twenty dollars ($20)
third and subsequent offenses - fifty dollars ($50)."

ACTION: The main motion was presented and carried by voice vote.

ARTICLES 65, 66, 67 were previously adopted unanimously on May 6, 1996.

ARTICLE 68: RECONSTITUTE THE TOWN GOVERNMENT REVIEW COMMITTEE

That the Town reconstitute the Town Government Review Committee, established by vote of the 1988 Annual Town Meeting under Article 5; to make a study relative to the Charter, structure and management of the Town Government and to the delivery of Town services, with a view to restructuring Town Government to improve the delivery, supervision and administration of its services and activities, and to achieving economies which will enable the Town to function more effectively within the constraints imposed by Proposition 2 ½ so called; that the several officers, departments, boards, committees and other administrative agencies of the Town provide said Committee with such information and materials relative to their organization, functions and activities, other than information and records classified as confidential by State and Federal laws and regulations, as said committee may request; such committee to be appointed as follows: four members by the Moderator, two by the Selectmen, two by the Finance Committee and one by the Personnel Board; such committee to report its recommendations to the 1997 Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town vote to reconstitute the Town Government Review Committee, established by vote of the 1988 Annual Town Meeting under Article 5; to make a study relative to the Charter, structure and management of the Town Government and to the delivery of Town services, with a view to restructuring Town Government to improve the delivery, supervision and administration of its services and activities, and to achieving economies which will enable the Town to function more effectively within the constraints imposed by Proposition 2 ½ so called; that the several officers, departments, boards, committees and other administrative agencies of the Town provide said Committee with such information and materials relative to their organization, functions and activities, other than information and records classified as confidential by State and Federal laws and regulations, as said committee may request; such committee to be appointed as follows: four members by the Moderator, two by the Selectmen, two by the Finance Committee and one by the Personnel Board; such committee to report its recommendations to the 1997 Annual Town Meeting or sooner.

The following motion to amend was offered by Mr. Richard S. Creem in the line in the main motion which reads:

"Such committee to be appointed as follows: four members by the Moderator, two by the Selectmen, two by the Finance Committee and one by the Personnel Board"

by striking the words "four" and "one", and by substituting therefor the words "three" and "two" respectively, such that said line shall read:

"Such committee to be apopinted as follows: three members by the Moderator, two by the Selectmen, two by the Finance Committee and two by the Personnel Board".

A second motion to amend was offered by Messrs. Gregory John Shesko and Thomas M. Harkins to replace the words "four members by the Moderator, two by the Selectmen, two by the Finance Committee and one by the Personnel Board;" with the words "two members by the Moderator, two by the Selectmen, two by the Finance Committee, one by the Personnel Board, one by the School Committere, one by the Library Trustees;".

Mrs. Mary Jane Baker addressed her proposal to reconstitute the Town Government Review Committee. She stated that the goal is professional management and not "crisis" management.

Mr. William M. Powers, Selectman, added that there are no preconceived ideas, but an opportunity to review and look at how the town is organized and how it functions.

Mr. Richard S. Creem, Chairman, advised that the Personnel Board has not taken a stand on this article, but it does have an opinion on how the committee is comprised. The Personnel Board feels it should have the same number of appointees as its sister committee - the Finance Committee.

Mr. Gregory John Shesko, Library Trustee, advised that the second motion to amend is intended to increase the diversity of the committee.

Mr. James G. Healy, Chairman, Finance Committee, spoke in opposition to this proposal. He reminded Town Meeting members that the creation of this committee occurred five years ago and that the town does have volunteers and volunteer committees who are solely interested in the town. He questioned if this proposal has an agenda and, if so, what is the agenda and what is behind this article. He advised that the Finance Committee opposes this article.

A motion to move the previous question was offered by Mr. Arthur M. Tiernan, Jr. The motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and failed to pass by voice vote.

Mrs. Jane A. Howard noted that the former Town Government Review Committee had an appropriation and hired a consultant.

The Moderator advised that there is a high number of appointees who appoint their own on a committee. Some committees do have an agenda and the appointees are made for one reason.

After a brief discussion, a motion to move the previous question was offered by Mr. Eugene S. McMorrow. The motion was presented and carried by voice vote.

Mr. Creem's motion to amend was presented, but it failed to pass by voice vote.

Messrs. Shesko and Harkins' motion to amend was presented, but it failed to pass by voice vote.

ACTION: The main motion was presented, but it failed to pass by voice vote.

ARTICLES 69, 70, 71, 72 were previously adopted unanimously on May 6, 1996.

At this time the Moderator expressed his appreciation to the committee members who are going off boards or retiring indicating that these volunteers deserve a great deal of thanks for the time and energy they have devoted to the Town. He noted that every Town Meeting develops a personality of its own and this year is no exception. He stated that back in 1990 he started writing in the Annual Town Report about the pending financial crisis that would hit Needham and it is here. It is obvious that the Town Meeting members are interested in dollars and how the agenda is arrived at. This year some pressures were brought to Town Meeting and the Moderator expressed his gratitude and appreciation to Town Meeting and the Police Department who have risen to the occasion.

ARTICLE 73: CONTINUE COMMITTEE TO STUDY TOWN'S ASSESSING FUNCTION

To see if the Town will vote to continue the Committee studying the Town's assessing function established by vote of the February 5, 1996 Special Town Meeting under Article 4; direct and authorize said Committee to continue to investigate the Town's assessing functions; said study committee shall report back to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town vote to continue the Committee studying the Town's assessing function established by vote of the February 5, 1996 Special Town Meeting under Article 4; direct and authorize said Committee to continue to investigate the Town's assessing functions; said study committee shall report back to the next Annual Town Meeting or sooner.

Mr. John H. Cogswell, Jr., Selectmen, stated that this committee was established at the Special Town Meeting held on February 5, 1996 and is a study in progress. He urged support of the continuation of this committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 74: CONTINUE THE NEEDHAM CEMETERY STUDY COMMITTEE

To see if the Town will vote to continue the Committee studying the Needham Cemetery established by vote of the 1995 Annual Town Meeting under Article 65; direct and authorize said Committee to study the feasibility of the Town of Needham acquiring the ownership and management of the Needham Cemetery; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town vote to continue the Committee studying the Needham Cemetery established by vote of the 1995 Annual Town Meeting under Article 65; direct and authorize said Committee to study the feasibility of the Town of Needham acquiring the ownership and management of the Needham Cemetery; said Committee to report to the next Annual Town Meeting or sooner.

Mr. Daniel P. Matthews noted that this committee is also a study in progress and urged support for the continuation of this committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 75: OMNIBUS ARTICLE

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for, or proposed by the Selectmen, or any Town Officer or Committee; to appoint such committees as may be decided upon; and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

MOVED: Under Article 75, the following motion to amend Article 21 was offered by Mr. Paul O'Connor:

That the following line items as previously approved by Town Meeting be amended as follows:

Line Item	Appropriation	Changing	Changing
211	Finance Committee Reserve	$ 517,534	490,085
501	Dept. Of Public Works Salaries	2,156,739	2,188,702
507	Building Maintenance Salaries	1,603,684	1,604,674.

ACTION: Mr. O'Connor's motion to amend was presented and carried unanimously by voice vote.

VOTED: That the Town raise and appropriate for the necessary Town charges and expenses as follows:

TOWNWIDE EXPENSES:

010. Street lighting	$390,000.
011. Garbage collection	95,000.
012. Insurance, general	420,000.
013. Health insurance	3,600,000.
014. Worker's compensation	350,000.
015. Prop. self insurance	15,000.
016. Unif. serv. self insurance	120.000.
017. Unemployment compensation	30,000.
018. Maturing bonds	1,097,000.
019. Bond interest	403,150.
020. Contributory retirement	2,504,073.
021. Chapter 32 retirement	200,000.
022. Minuteman Voc. Assessment	481,768.
023. MBTA Commuter Parking	95,500.

GENERAL GOVERNMENT

BOARD OF SELECTMEN:

101. Salaries (Raised by transfer of $5,500. from the Parking Meter Fund and the balance of $275,918. from the current tax levy)	$281,418.
102. Purchase of Service	115,408.
103. Expenses (Raised by transfer of $3,000. from the Parking Meter Fund and the balance of $16,850. from the current tax levy)	19,850.
104. Capital Outlay	4,000.

TOWN CLERK/BOARD OF REGISTRARS

105. Salaries	137,797.
106. Purchase of service	21,625.
107. Expenses	3,740.
108. Capital Outlay	0.
109. Tellers/Canvassers/Details	21,381.

LEGAL:

110. Salaries	49,569.
111. Special Fees	130,000.
112. Expenses	5,000.

PERSONNEL BOARD:

113. Salaries	1,691.
114. Purchase of Service	2,500.
115. Merit Bonus	7,500.

FINANCE

ASSESSORS:

201. Salaries	205,346.
202. Purchase of service	25,000.
203. Expenses	11,400.
204. Capital Outlay	1,000.

FINANCE DEPARTMENT:

205. Salaries	673,240.
206. Purchase of Service	310,230.
207. Expenses	81,720.
208. Capital Outlay	30,850.

FINANCE COMMITTEE:

209. Salaries	13,548.
210. Expenses	500.
211. Reserve Fund (Raised by transfer of $250,000. from the Stabilization Fund and the balance of $267,534. from the current tax levy)	490,085.

CONTRIBUTORY RETIREMENT:

212. Salaries	46,689.
213. Purchase of service	8,750.
214. Expenses	4,210.

EDUCATION:

SCHOOL DEPARTMENT:

301. Salaries	19,020,151.
302. Purchas of Service	2,688,317.
303. Expenses	701,444.
304. Capital Outlay	226,086.

PUBLIC SAFETY

POLICE:

401. Total Salaries (raised by transfer of $20,000. from the Parking Meter Fund and the balance of $2,888,706. from the current tax levy)	2,908,706.
402. Purchase of Service	44,792.
403. Expenses	99,259.
404. Capital Outlay	92,188.

FIRE:

405. Total Salaries	3,784,200.
406. Purchase of service	57,313.
407. Expenses	155,475.
408. Capital Outlay	17,000.

BUILDING:

409. Salaries	185,616.
410. Purchase of service	2,260.
411. Expenses	4,847.
412. Capital Outlay	300.

PUBLIC FACILITIES

PUBLIC WORKS:

501. Salaries (Raised by transfer of $70,000. From the Landfill Reserve Fund; $26,500. from the Parking Meter Fund, and the balance of $2,092,202. from the current tax levy)	2,188,702.
502. Purchase of Service	1,252,891.
503. Expenses	331,820.
504. Capital Outlay	0.
505. Snow & Ice	150,000.

BUILDING MAINTENANCE:

507. Salaries	1,604,674.
508. Purchase of Service	1,139,653.
509. Expenses	215,225.
510. Capital Outlay	40,000.

HUMAN SERVICES

BOARD OF HEALTH:

601. Salaries	199,921.

602 Purchase of service	65,741.
603. Expenses	7,550.
604. Capital Outlay	500.
VETERANS' SERVICES:	
605. Salaries	38,161.
606. Expenses	3,700.
607. Benefits	30,000.
YOUTH COMMISSION:	
608. Salaries	115,066.
609. Purchase of Service	2,140.
610. Expenses	2,650.
611. Capital Outlay	0.
COUNCIL ON AGING:	
612. Salaries	156,458.
613. Purchase of Service	11,500.
614. Expenses	3,600.
615. Capital Outlay	0.
COMMISSION ON DISABILITIES:	
616. Expenses	513.
DEVELOPMENT	
PLANNING BOARD:	
701. Salaries	92,521.
702. Purchase of Service	2,960.
703. Expenses	1,947.
704. Capital Outlay	0.
CONSERVATION COMMISSION:	
705. Salaries	14,435.
706. Purchase of Service	3,429.
707. Expenses	1,150.
708. Capital Outlay	0.
BOARD OF APPEALS:	
709. Salaries	5,520.
710. Purchase of Service	3,000.
711. Expense	350.
HISTORICAL COMMISSION:	
712. Expenses	513.
CULTURAL AND LEISURE SERVICES	
LIBRARY:	
801. Salaries	551,537.
802. Purchase of Service	35,374.
803. Books & Periodicals	114,800.
804. Expenses	12,780.
805. Capital Outlay	0.
PARK & RECREATION:	
807. Salaries	281,883.
808. Purchase of Service	24,775.
809. Expenses	24,347.
810. Capital Outlay	5,000.
MEMORIAL PARK:	
811. Expenses	500.
812. Capital Outlay	0.

MOVED: Under Article 75, the following motion was offered by Mr. Russell S. Broad, Jr.:

RESOLUTION

In view of the impending large deficits expected in the years ahead, TOWN MEETING MEMBERS wish to request the Selectmen, the Personnel Board and the School Committee to make every effort to limit TOTAL SALARY percentage increases to the projected percentage growth in revenues each year whenever possible. In addition every TOTAL SALARY increase will be specifically documented for all TOWN MEETING MEMBERS at least 14 days prior to the start of Town Meeting. For each category TOWN MEETING MEMBERS will be able to see clearly the percentage increase and total dollars allocated for straight salary increases, step increases, lane change increases, seniority increases, merit increases and increases for new employees or teachers including their numbers. TOWN MEETING MEMBERS understand that during a contract year the straight salary portion of the contract may not be finalized. However, the selectmen and school committee should make every effort to bring a signed contract before TOWN MEETING for approval.

It is the intent of TOWN MEETING MEMBERS to have all collective bargaining contracts expire during the same fiscal year. Needham must learn to live within the "ABILITY TO PAY". Needham has attempted six overrides to balance our budget, but these guidelines in no way prevents the town from seeking a general or debt exclusion override if deemed necessary by the Board of Selectmen.

Mr. Daniel P. Matthews, Selectman, indicated that there are several motions under the Omnibus Article dealing with contract negotiations which he would like discussed together and voted on separately.

The moderator reviewed the several articles to come under the Omnibus Article.

The Moderator concurred with Mr. Matthews' motion to discuss the resolutions of Mr. Russell S. Broad, Jr. et al; Mrs. Joanne Aliber and Doris O. Waldstein; and Mr. Robert T. Smart, Jr. together and vote on separately.

Mr. Russell S. Broad, Jr. explained that his motion is an attempt to have Town Meeting Members have material presented to them 14 days prior to the start of Town Meeting and to have total projected growth in revenues match the total salary percentage increases.

Mr. Robert T. Smart, Jr. stated that his resolution requests that the Board of Selectmen, the School Committee, and the Personnel Board limit growth per employee to 2% compensation per year.

Mrs. Joanne Aliber addressed the Joanne Aliber and Doris O. Waldstein resolution. She stated that this resolution is a request of the Board of Selectmen to develop a 3-part 5-year plan for the town to address the shortfall projected by the Finance Committee.

Mr. Daniel P. Matthews stated that the Board of

Selectmen has no position on any of the three Resoltuions because they are consistent with what the Board wants to accomplish. According to Mr. Matthews, it is important to realize that this is the first time Town Meeting Members have become involved in these areas and that contract negotiations fall under laws not under the control of the Board of Selectmen. The Board of Selectmen will try to have materials available.

Mr. Gerald A. Wasserman, Chairman, School Committee, explained that his committee shares the concerns of Town Meeting. He further stated that there are some issues at hand. One issue is competitiveness. The School Committee is in the middle of a multi-town comparison. Another issue is a 3.72% salary carryover. Mr. Wasserman suggested that compliance of Mr. Broad's resolution would be the easiest.

A motion to delete the words "for approval" in the last sentence of the first paragraph of Mr. Broad's Resolution was offered by Mr. Gerald A. Wasserman.

Mr. Martin L. B. Walter spoke in favor of Mr. Broad's resolution. He indicated that 1) there is potential for some revenue enhancement in the assessing area suggesting that there are too many abatements, and 2) Town Meeting needs to be informed of the total cost of Special Education as it is costing other students dearly. Mr. Walter offered the following quote: "Annual income 20 pounds, annual expense 19.6 pounds = Happiness! Annual income 20 pounds, annual expense 20.6 pounds = misery".

A motion to move the previous questions was offered by Mr. Gerald R. Browne. The motion was presented and carried by voice vote.

Mr. Wasserman's motion to amend Mr. Broad's resolution was presented and carried by voice vote.

ACTION: Mr. Broad's Resolution, as amended, was presented and carried by voice vote.

VOTED: In view of the impending large deficits expected in the years ahead, TOWN MEETING MEMBERS wish to request the Selectmen, the Personnel Board and the School Committee to make every effort to limit TOTAL SALARY percentage increases to the projected percentage growth in revenues each year whenever possible. In addition every TOTAL SALARY increase will be specifically documented for all TOWN MEETING MEMBERS at least 14 days prior to the start of Town Meeting. For each category TOWN MEETING MEMBERS will be able to see clearly the percentage increase and total dollars allocated for straight salary increases, step increases, lane change increases, seniority increases, merit increases and increases for new employees or teachers including their numbers. TOWN MEETING MEMBERS understand that during a contract year the straight salary portion of the contract may not be finalized. However, the selectmen and school committee should make every effort to bring a signed contract before TOWN MEETING.

It is the intent of TOWN MEETING MEMBERS to have all collective bargaining contracts expire during the same fiscal year. Needham must learn to live within the "ABILITY TO PAY". Needham has attempted six overrides to balance our budget, but these guidelines in no way prevents the town from seeking a general or debt exclusion override if deemed necessary by the Board of Selectmen.

MOVED: Under Article 75, the following Resolution was offered by Mr. Robert T. Smart, Jr.:

RESOLUTION

The May, 1996 Town Meeting hereby resolves that there is a need to limit the rate of growth in the compensation of town and school department employees, given the town's expected fiscal constraints as outlined by the Finance Committee. The Town Meeting also resolves that it needs several weeks to review contract proposals and personnel schedules before it is asked to vote. To that end, the Town Meeting hereby requests the Board of Selectmen, School Committee, and Personnel Board, as to bargaining unit contracts and personnel schedules to be drawn up in Fiscal Year 1997 and intended to take effect for Fiscal Year 1998 and years thereafter, to take the following actions:

FIRST: Limit the rate of growth in average per employee compensation to no more than two percent per year. "Per employee compensation" includes all forms of compensation, including across the board salary increases and cost of living adjustments, step raises, lane changes, fringe benefits, and the like.

SECOND: Provide written materials on proposed bargaining unit contracts and personnel schedules to Town Meeting members at least 14 days prior to Town Meeting.

In response to an inquiry from Mr. Robert T. Smart, Jr., Mr. Wasserman stated that his reference to a carryover meant that it is hard to bargain salaries down.

Mr. Robert Y. Larsen questioned who will break the system of being in the middle of the salary range of the surrounding towns with which Needham compares.

Mr. John D. Genova suggested that we need to support our schools and our children.

Mrs. Joanne Aliber reminded Town Meeting that yes, we give a little; yes, we develop a plan. She reminded Town Meeting that every 1 percent that you vote down represents ½ million dollars.

Mr. James Hugh Powers suggested that Mr. Genova's remarks were inappropriate. He reminded Town Meeting Members of the true story of the elderly woman who walked to Town Hall to pay her taxes, went home, and starved to death. 91% of school costs fall under property taxes. He advised that Town Meeting is not to be taxing people out of town and suggested that the Legislature needs major reforms.

A motion to move the previous questions was presented and carried by voice vote.

ACTION: Mr. Smart's Resolution was presented, but it failed to pass by voice vote.

MOVED: Under Article 75, the following Resolution was offered by Mrs. Joanne Aliber:

RESOLUTION

It is the general sense in the town, as projected by the Finance Committee, that town expenses will exceed town revenues by $4 million by the year 2001, and that since 63% of town expenses

are comprised of salaries, this resolution should provide guidance to the Selectmen to establish a 5-year plan to address this shortfall.

Salaries represent approximately $35 million of the town's $50 million in revenues. An annual wage increase overall of 5% represents approximately $1.75 million in additional costs; a 7% increase represents approximately $2.5 million in costs, in the first year alone.

The Board of Selectmen is requested to develop a 5-year plan for the town to address the following:

1. A five year plan holding salaries constant or incorporating only cost of living increases on non-annual basis, to help balance town expenses to revenues.

2. A five year plan for overrides for critical capital projects, including a plan for debt rotation during that five year period.

3. A plan that would allow capital projects to be funded from town revenues should the revenues outpace expenses, still holding wages constant or at cost of living increases only so as to allow the town to address critical needs which require capital funds.

Mrs. Suzanne D. Hughes suggested that articles under the Omnibus Articles to be made available to Town Meeting Members.

After a brief discussion, a motion to move the previous question was offered by Mr. Paul Killeen. The motion was presented and carried unanimously by voice vote.

ACTION: Mrs. Aliber's Resolution was presented, but it failed to pass by voice vote.

MOVED: Under Article 75, the following Resolution was offered by Meg Hale:

RESOLUTION

In recognition of the fiscal constraints under which the Town is operating and expects to continue to operate in the near future, but equally conscious of the need for fairness, and in recognition of the dedicated efforts of Town elected officials, the 1996 May Town Meeting hereby resolves that it is appropriate to change the manner by which Members of the Board of Selectmen and Members of the Board of Assesors receive compensation. This is necessary to more accurately reflect the cost to the Town on an annual basis, and to bring these to reflect the same parameters as other comparable officials. Therefore the Town Meeting with a proposal that reflects the following intent:

FIRST: Stipends to both Members of the Board of Selectmen and Board of Assessors shall be abolished provided that any Selectmen or Assessor currently in office will continue to receive a stipend and access to health insurance through the Town during his or her current term of office only.

SECOND: Members of the Board of Selectmen and of the Board of Assessors shall be eligible to receive reimbursement for reasonable expenses incurred as part of their duties to the Town.

Mrs. Hale urged support of her resolution.

Mr. Daniel P. Matthews, Selectman, spoke in opposition to this resolution. He stated that the Board of Selectmen has no opinion on this resolution, but that he does. There is a point at which the amount of work involved must be considered and the stipend for the Board of Selectmen has a long history of tradition in New England.

After a brief discussion, a motion to move the previous question was offered by Mr. Ford H. Peckham. The motion was presented and carried unanimously by voice vote.

ACTION: Mrs. Hale's Resolution was presented, but it failed to pass by voice vote.

MOVED: Under Article 75 , the following Resolution was offered by Mr. Robert A. Downs:

RESOLUTION

It is the sense of this Town Meeting that the Special Education Act imposes an unreasonable financial and educational burden on the Town of Needham. Therefore, we ask that our State Representative and State Senator make the changing of the Act to read as the Federal standard does, a top priority in their legislative agenda.

This would change the requirement from the maximum, or best possible program, to one that is equitable and comparable to what the majority of the students receive.

Mr. Downs spoke in favor of his resolution indicating that there is no reason why Massachusetts has to be one of two states with the maximum special education requirements.

Mr. Thomas M. Alpert indicated that he and many parents believe that Massachusetts has the best special education law, one which will allow his child and others to become taxpaying members of society.

A motion to refer for further study to a committee of seven members to be appointed by: two by the Moderator; two by the School Committee; three by the Commission on Disabilities who shall all be parents of children receiving special needs funded by the Needham School system, and of those three, at least one a parent of a child receiving an out of district placement was offered by Mr. Thomas M. Alpert.

Mr. James Hugh Powers suggested that Mr. Downs' Resolution is a better solution. He further indicated that the problem with the Special Education Law is underfunding by the state. The Legislature should be told to fully fund its mandates.

A motion to move the previous question was offered by Mr. William R. Dermody. The motion was presented and carried unanimously by voice vote.

Mr. Alpert's motion to refer was presented, but it failed to pass by voice vote.

ACTION: Mr. Downs' Resolution was presented, but the Moderator was in doubt as to the voice vote. The Resolution was again presented, but the Moderator was still in doubt as to the voice vote. The Resolution was presented for a third time, but it failed to pass by a count of hands. The hand count was Yes 82 - No 98.

MOVED: Under Article 75, the following motion was offered by Mrs. Susan W. Abbott:

Under the Omnibus Article, I propose that the Town Meeting set up a Needham Economic Development Committee to study ways to develop business through actively finding occupants for already established business properties that have been vacated. Said committee should at least explore whether a volunteer effort or a professional economic developer would better serve Needham. This committee should be made up of one volunteer each from the following groups:

Needham Business Association
Needham/Newton Chamber of Commerce
Rotary Club
Exchange Club
League of Women Voters
Needham Women's Club
PTC chair of:
  High School
  Middle School
  an Elementary School
Selectmen
Planning Board

The said committee should report to the next scheduled Town Meeting.

Mrs. Barbara K. Popper addressed this proposal on behalf of Mrs. Abbott.

ACTION: Mrs. Abbott's motion was presented, but it failed to pass by voice vote.

MOVED: Under Article 75, the following Resolution was offered by Mr. William M. Powers:

RESOLUTION

WHEREAS, the clergy and other religious leaders in our community perform significant civic services well beyond their own religious institutions;

WHEREAS, the Reverend Paul Clayton will retire this month from the Congregational Church of Needham where he has been the pastor for over twenty-two years;

WHEREAS, the Reverend Paul Clayton served as President of the Needham Clergy Association on several different occasions, and in that position helped to further the process whereby clergy would volunteer to participate in the traditional invocation at Town Meeting;

WHEREAS, Paul Clayton is remembered by many members of this Town Meeting as one of those who volunteered frequently to lead us in the invocation;

WHEREAS, Dr. Paul Clayton has been long recognized for his efforts to achieve justice and a better life for all people in this community, as well as throughout the world;

THEREFOR, this Annual Town Meeting of 1996 acknowledges with respect and admiration a distinguished career in Needham that has spanned twenty-two years; and extends its best wishes for good health and continued satisfaction in doing whatever the future holds for him and his wife Jackie.

ACTION: The Resolution was presented and carried unanimously by voice vote.

MOVED: Under Article 75, the following Resolution was offered by the Board of Selectmen:

RESOLUTION

WHEREAS, Thomas E. Caulfield resided in Needham for over 30 years; and

WHEREAS, Thomas Caulfield attended Boston University and was a technical Sergeant in World War II; and

WHEREAS, He was husband of Dorothy F. and father of three sons, John L. Of Fairfield, Connecticut, Martin J. of Brooklyn, New York, and Andrew T. of Los Angeles, California; and

WHEREAS, Thomas Caulfield was a sales representative for Taylor's Stationery Inc. in Needham for the past 19 years, a member of the Needham Business Association serving as president from 1983 to 1985, and a member of the Needham Retired Men's Club; and

WHEREAS, Tom was known for his warm smile, gentle manner and love for his family and his Town; and

WHEREAS, Thomas Caulfield served the Town of Needham as a Precinct J Town Meeting Member from 1989 and until his death;

NOW, THEREFORE, BE IT RESOLVED by this body that this 1996 Annual Town Meeting be dissolved in honor of the many civic contributions of Thomas E. Caulfield to the Town of Needham.

ACTION: At 11:58 P.M. said Resolution was presented and carried unanimously by voice vote.

After the dissolution of the Annual Town Meeting, Richard P. Melick, Town Moderator, expressed to the Town Meeting family, from the voters to the volunteers, to the elected officials, the importance of giving something back to the community in which one resides. He noted that he first developed an interest in Town Meeting while in college and that this is his 35th year as Town Moderator. Town Meeting has resolved issues in the Town of Needham since 1711 without Dick Melick and will continue to do so. There are others who are capable of serving as Town Moderator and the time has come. He received a standing ovation and a hardy round of applause.

Theodora K. Eaton, CMC/AAE,
Town Clerk

a true copy
ATTEST:

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